



AGENDA

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

November 19, 2024 – 5:00 p.m.

Zoom Link: <https://us06web.zoom.us/j/84309346113?pwd=bzZqSDZEY1htdjZwV3hEM1VGeTVOZz09>

1. Open the Regular Meeting
2. Receive Public Comment
3. Receive Line Staff Comments
4. Consent agenda
 - a. Administrative Summary
 - b. October 15, 2024 Minutes of the Regular Meeting
 - c. Dashboard report
 - d. Bank statements 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 Update
 - l. Updates to Old Business
 - i. Civil Service Position Update - Julie
5. Correspondence
 - a. Thank you card from Sisters Business Association – Use of Community Hall
 - b. Thank you card from Young Life – Use of Community Hall
 - c. Thank you card from Judy Kell – Kell Memorial Service & Fire Corps Donation
 - d. Recognition letter from Sage Meadow HOA President
6. Administration
 - a. Policy Review – 2-1-43 Battalion Chief/Training Officer
 - b. Salary Range – Battalion Chief/Training Officer
7. President's Report
8. Fire Chief Report
9. Fire Safety Manager Report
10. Other business
11. Adjourn meeting

Administrative Summary for Consent Agenda

October 2024 Data

Minutes – No changes to the minutes.

Revenue & Expenditure Dashboard Report

- The target goal for this period is 33% of budgeted revenue and expenditures.
 - Revenue is at 44.4%. A large portion of this can be attributed to the Beginning Working Capital, which is unaudited and could change after we receive the draft audit report.
 - Expenditures overall are at 30% of the budget. The Administration Department is at 32.1%; the Operations Department at 33.4%; the Maintenance Department at 20.4%; and the Volunteers Department at 12.4%.

Operations Overview Dashboard Report

- EMS calls were up slightly month over month at 66. The District responded to 9 fire calls in October.
- Total calls increased 2% over last month, and total calls are up 12% year over year.
- A total of 13 7PC's were called in October and 7 move-ups were requested by the District. There were 27 back-to-back calls in October.

Bank Statements and Reconciliations

LGIP (Local Government Investment Pool)-General Fund

- Total sum of all funds balance with the bank and totals \$1,954,879.31 at the end of October. The interest rate decreased to 5.11%.

LGIP –Debt Service Fund

- Total sum of funds in the debt service account balances with the bank and totals \$83,546.37.

U.S. Bank Operating

- Total sum of funds in the US Bank Operating Account balances with the bank and totals \$25,231.50.

Operating Fund Summaries

Revenue

- Overall tracking at 44% of the budget.
- Beginning Working Capital is unaudited as of the end of October and could be adjusted by the auditors when the audit is complete.

Expenditures

- Overall tracking at 30% of budget as of the end of October.
 - Personnel Services – 34% of budget.
 - Materials & Services – 20% of the budget.
 - Capital Outlay – 41% of the budget at the end of October. This includes one-time purchases for replacement computers.

Balance Sheets

- Accounts payable credit balance is due to vendor credits that should clear with upcoming invoices.
- Insurance disability/liability balance is AFLAC and orthodontia pass-through payments.
- Miscellaneous Liability of \$420 is due to employee pass-through donations to Central Oregon Public Safety Chaplaincy, Community Assistance Fund, and Oregon Fire Service Honor Guard. These will clear quarterly.

Check Register

- Check number 16924 for \$3,300 to FlowMSP, Inc. This is the annual cost for the new pre-fire plan software. The cost of this was funded by the Rumberger Grant.
- Check number 16927 for \$7,754.56 to InnerTech Systems. This is for computer maintenance services, replacement computers, and a new computer for Station 704.
- Check number 16978 for \$1,426.32 to Patrick Burke. This is a payroll refund due to maxing out on his 457 annual contribution limit.

Adjusting Journal Entries

- Entry to adjust the ambulance receivables to actual.
- Entries to reclass new Unit 710 vehicle expenses from the general fund to the equipment reserve fund.

Ambulance Report - Total of 67 transports for October. The total ending ambulance receivable of \$332,542.21 is reconciled to the General Fund balance sheet.

Engine Response Report – No new payments and three new charges for September.



**Minutes of the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District
October 15, 2024**

1. **Open the Regular Meeting.** Board President Kristie Miller called the meeting to order at 5 p.m.
 - a. Directors attending: President Miller, Vice President McGowan, Secretary/Treasurer Herrmann (via Zoom), and Director Cooper.
 - b. Directors absent: Director Campbell.
 - c. Staff attending: Chief Prior, Fire Marshal Puller, Engineer Medic (EM) Frutos, Craig Matthews – Association President.
 - d. Public attending: None.
2. **Public Comments.** No public attended the meeting in person or on Zoom, so no comments were received.
3. **Line Staff Comments.** EM Frutos reported no major issues have been worked on with administrative staff over the last month. Anna Westburg is now onboard as an Engineer/Medic. She will be on light duty for a while after a recent surgery.
4. **Association Update.** Craig Matthews provided an update for the Sisters-Camp Sherman Fire and Ambulance Association. He is working with administrative staff for the district to work on a public presence on the district's website. He has also worked with his board to develop a new mission statement. He is interested in purchasing coffee mugs for all association members that displays the new mission statement. He also may pursue a meeting with The Nugget regarding the Association. He is looking forward to the district's member's only section of the website for all members to communicate easier. Working on streamlining processes for all Association events. Will also be reviewing the philanthropic side of the Association and creating a steering committee for new opportunities. Craig plans to attend the Board meetings once per quarter. Craig left at 1715.
5. **Consent Agenda. *The Board unanimously approved the Consent Agenda as presented. Motion by Director Cooper, Director McGowan second.***
 - a. Administrative summary. No comments or questions.
 - b. September 17, 2024 minutes of the regular meeting. One change regarding wording on Resolution 2024-2025-006.
 - c. Dashboard reports. No comments or questions.
 - d. Bank statements and reconciliations. No comments or questions.

- e. Operating fund summaries. No comments or questions.
 - f. Balance sheets. No comments or questions.
 - g. Check register. No comments or questions.
 - h. Adjusting journal entries. No comments or questions.
 - i. Ambulance receivables. No comments or questions.
 - j. Engine response report. No comments or questions.
 - k. Association update. No comments or questions.
 - l. Updates to old business. None.
6. **Correspondence.** The Directors reviewed correspondence from Makenzie Frutos and Sisters Community Church.
7. **Administration.**
- a. Deschutes County Legal Department Letter: This letter was reviewed. Chief Prior reported that Deschutes County has notified the District about anticipated litigation surrounding funds that were previously distributed to our taxing district. The funds were from the sale of foreclosed property and they may now need to be returned to the property owner. The potential tax that will be withheld could be around \$70,0000 for our district, but the litigation could take two years before settled. We have not received a definitive number from the County. We will update the Board as soon as we hear more from the County.
8. **President's Report.**
- a. Budget Committee Vacancy: Directors Miller and McGowan met with two candidates for the open budget committee position. Both Andrew Metelski and Andy Clark were interviewed. Andrew lacks some experience and Andy had a lot of experience including former attorney, served on Lane County's budget and audit committees for over ten years. It is the recommendation of Directors McGowan and Miller to appoint Andy Clark to the open position. ***The Board unanimously approved the appointment of Andy Clark to the Budget Committee. Motion by Director Herrmann, Director Cooper second.***
 - b. Civil Service Vacancy: Director Miller also reported that with Director Campbell's appointment to the Board of Directors, he has resigned his position on the Civil Service Commission. Director Miller asked staff to advertise the opening.
 - c. Update on Hancock/Jefferson County law enforcement issue: Director Miller provided an update from last month's meeting regarding Ms. Hancock's request for Board support of both law enforcement patrol and snow plowing issues in Camp Sherman since Dave Blann's passing. Director Miller talked with Ms. Hancock and also reached out to acting District Ranger for Sisters Ranger District, Lauren DeRocher, regarding the issues reported by Ms. Hancock. Currently, the biggest issue that is concerning to Director Miller is that when Camp Sherman receives a large dumping of snow, the residents in Camp Sherman are required to request a snow plow service from Jefferson County in Madras. This service can take several hours for a response. This presents a problem if emergency vehicles need to respond in the basin. In addition, if law enforcement is needed in Camp

Sherman, the area currently isn't receiving regular law enforcement patrols in the area. Director Miller and Chief Prior plan to attend the Jefferson County Commissioner's meeting in Camp Sherman in November to discuss the concerns. Sisters Ranger District will also attend. Director Miller will report back to the Board after that meeting.

- d. Fuels Mitigation Panel: Director Miller reported an upcoming event at the Belfry in Sisters on October 30 at 6 p.m. where a panel will review fuels mitigation efforts in the region. Director Herrmann also reported Andy McEvoy from OSU will be on the panel regarding the state risk map.

9. Fire Chief Report.

- a. Chief Prior provided a comprehensive report in the packet and highlighted the following items:
 - i. The district has now participated in 12 task force activations.
 - ii. All of Central Oregon fire agencies have delayed open burning until it is reassessed at the end of October.
 - iii. The ambulances have been back in the shop plagued with issues.
 - 1. Director McGowan asked Chief Prior to recap the recent changes in the Fleet Replacement Plant. Chief Prior reported the ambulances and engines replacement has previously been based on years and after staff talking with the manufacturers of these types of units, they have recommended we base replacement on mileage. These types of units are getting more wear and tear due to increased call volume and in order to minimize risk of breaking down during an emergency, staff determined moving to a mileage-based replacement schedule was in the best interest of the district. In addition to larger equipment, the Chiefs will also review smaller equipment such as medical equipment replacement timelines and make suggested updates to their schedules.
 - a. Director McGowan expressed a strong interest in keeping an eye on how these changes will impact the current budget as well as future budgets. Chief Prior agreed this will be a priority during budget preparations in January.
 - 2. Director McGowan also inquired about how long the box will last with new chassis being replaced. Both Chief Prior, Chief Puller, and EM Frutos agreed that two chassis replacements per box is probably the limit. Staff does rotate ambulances though to keep wear and tear minimal on each unit.
 - iv. Staff continues to work on upfit of the new Chief's vehicle (Unit 710).
 - v. Staff has met twice with the training officer committee. Chief hopes to have a job description and pay range available for the November board meeting.

- vi. Chief Prior thanked the Fire Corps for the amazing setup and food they provided at the live fire buns on 10/4. He also thanked the summer temps for their hard work this summer.

10. Resolutions.

- a. ***Unanimously agreed to approve Resolution 2024-2025-007 authorizing the Fire Chief to award the bid to Kendall Ford of Bend for two chassis for a total price not to exceed \$147,443.18 from the Reserved for Future Expenditure account in the Equipment Reserve Fund. Motion by Director Herrmann, Director McGowan second.***

11. Fire Safety Manager Report. Chief Puller provided a comprehensive report in the packet and highlighted the following items:

- a. Wildland home safety inspections have been very busy, but are slowing down with the cooler weather.
- b. The airport inspection/addressing concerns have been addressed by moving from one address for the entire airport to nine individual addresses.
- c. We participated in one fire investigation last month with a dispersed camping site.
- d. Steven Lord has been doing a great job with his programs and with his OSHA presentation last month.
- e. We have been working with the Oregon Department of Forestry to provide wax paper for residents to cover their burn piles while waiting for burn season to open.
- f. The ISO project is on hold due to a change in the IT Director and their desire to now charge for the project that was previously going to be free.

12. Other Business. None.

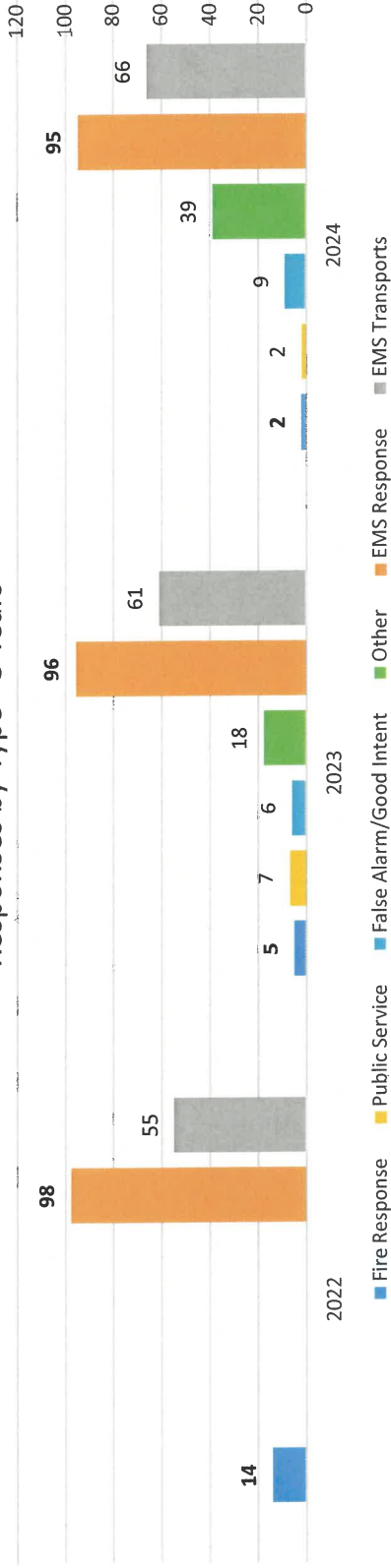
13. Adjourn. No further business was discussed and the meeting was adjourned at 6:06 p.m.

Respectfully submitted,

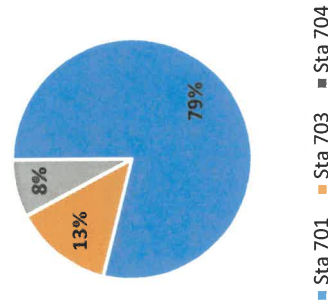
Julie Spor, Clerk of the Board

OPERATIONS OVERVIEW - AS OF OCTOBER 31, 2024

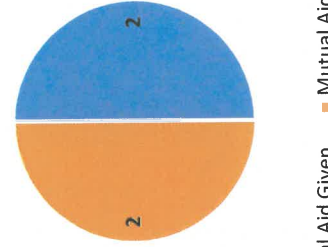
Responses by Type - 3 Years



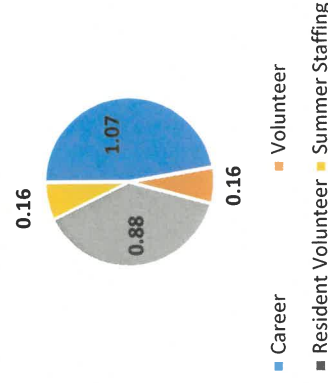
Responses by First-Due Station



Mutual Aid Given/Received



Average Response by Personnel Type



Back to Back Calls
October

2024-2025 = 27

2023-2024 = 22

2022-2023 = 23

Callback Overview

Personnel Callbacks (7PC's) = 13

7PC's Staffed with ALS Staffing = 5

7PC's Staffed with Engine Staffing = 5

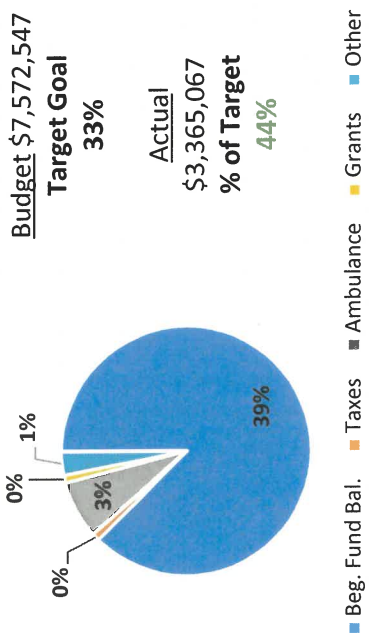
Move-Ups = 7

Ave Personnel
on Standby

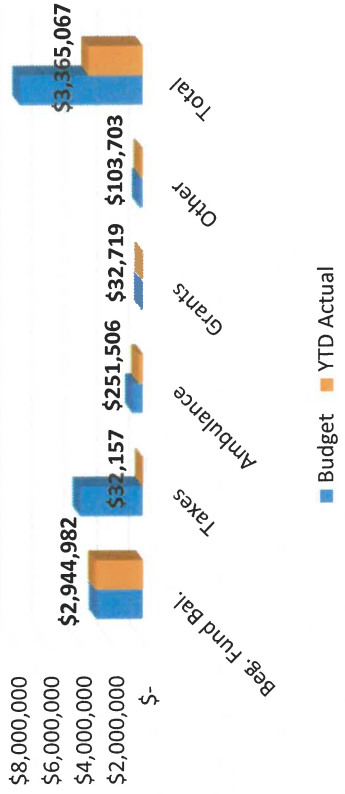
1.58

REVENUE & EXPENDITURE OVERVIEW - AS OF OCTOBER 31, 2024

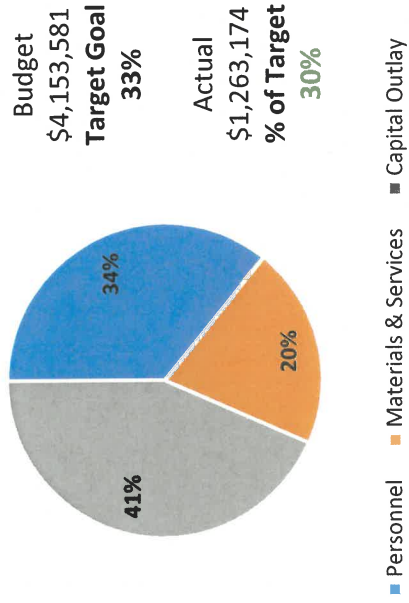
24/25 Actual Revenue as % of Budget



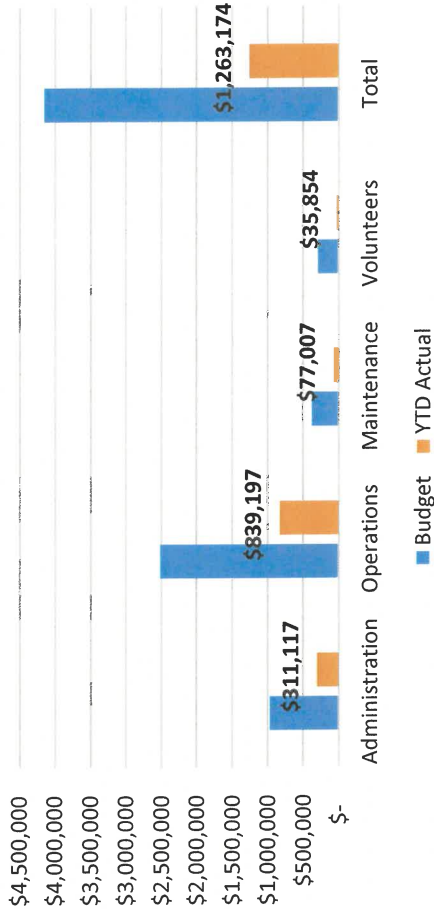
Budget vs. Actual Revenue - Year to Date



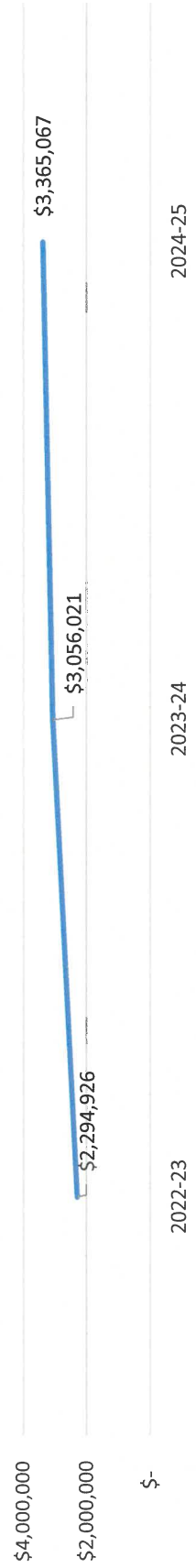
24/25 Expenditures as % of Budget



Budget vs. Actual Expenditures - Year to Date



Total Revenue - 3 Years - As of End of October



Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

US Bank Operating Account - New 22 (US Bank Operating Account New) (132)
October 31, 2024

Account: 10001081
Bank Account Number: 8849

Bank Statement Balance:	60,723.04	Book Balance Previous Month:	28,291.46
Outstanding Deposits:	.00	Total Receipts:	260,966.40
Outstanding Checks:	35,491.54	Total Disbursements:	264,026.36
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	25,231.50	Book Balance:	25,231.50

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 65 items Deposits Outstanding: 0 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1	28,145.71	16952	1,397.63	16960	344.09	16977	98.40
16390	38.57	16954	2,088.96	16964	46.25	16978	1,426.32
16553	17.57	16956	85.00	16971	333.33		
16640	600.00-	16957	28.22	16974	160.61	Total:	35,491.54
16941	54.97	16958	479.47	16975	1,346.44		

Checks cleared: 93 items Checks Outstanding: 17 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!



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

3233 TRN 6480 S Y ST01

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

Business Statement

Account Number:
8849
Statement Period:
Oct 1, 2024
through
Oct 31, 2024



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To Contact U.S. Bank

Commercial Customer

Service: 877-295-2509

U.S. Bank accepts Relay Calls

Internet: usbank.com

INFORMATION YOU SHOULD KNOW

Effective October 1, 2024, we will increase the monthly Deposit Coverage fee to \$0.1498 per \$1,000 of monthly average ledger balance in your account. If you have questions, please contact your banker, or call your customer service team at the phone number shown at the top of this statement.

As U.S. Bank prepares for the Wire payment industry changing to the ISO 20022 standardized format, additional information will be required to be sent with your wire payments.

Starting **November 2025**, wire initiation will include a requirement to provide beneficiary/creditor address when the payment is sent. This requirement will apply to all outgoing wires, including templates, repetitive wires and automated standing transfers.

Action:

To prepare for this change, please start obtaining and including this information on all outgoing wire payments, whenever possible.

To learn more, please visit <https://www.usbank.com/splash/corporate-commercial/iso-20022.html>.

MUNICIPAL INVESTOR CHECKING

Member FDIC

U.S. Bank National Association

Account Number 1-697-0095-8849

Account Summary

	# Items				
Beginning Balance on Oct 1		\$	78,330.27	Interest Paid this Year	\$ 122.11
Customer Deposits	5		7,813.82	Number of Days in Statement Period	31
Other Deposits	55		263,646.77		
Other Withdrawals	8		199,373.56-		
Checks Paid	77		89,694.26-		
Ending Balance on Oct 31, 2024		\$	60,723.04		

Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	Oct 1	8315515558	232.16		Oct 22	8314309187	3,894.00
	Oct 1	8314861600	3,617.50		Oct 25	9213103556	40.16
	Oct 11	9213756204	30.00				
Total Customer Deposits							\$ 7,813.82

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Oct 1	Electronic Deposit From NORIDIAN WAORAK REF=242740130074490Y00	9262326076HCCCLAIMPMT1245231760	\$ 1,764.91
Oct 2	Electronic Deposit From STRIPE REF=242750145374650N00	1800948598TRANSFER ST-P8U2F9D6B1X7	28.83
Oct 2	Electronic Deposit From NORIDIAN WAORAK REF=242750097867840Y00	9262326076HCCCLAIMPMT1245231760	1,917.46

Products and services available in U.S. only. Eligibility requirements and restrictions apply. For additional information, contact a U.S. Bank branch or call 800-872-2657.



Account Statement - Transaction Summary

For the Month Ending **October 31, 2024**

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

Asset Summary		
	October 31, 2024	September 30, 2024
Oregon LGIP	1,954,879.31	2,141,790.04
Total	\$1,954,879.31	\$2,141,790.04

Oregon LGIP	
Opening Balance	2,141,790.04
Purchases	13,089.32
Redemptions	(200,000.05)

Closing Balance
 Dividends
\$1,954,879.31
 8,650.26

LOIF 960,074.77 +
EMPLOYMENT 61,370.09 +
BUILDING 380,363.61 +
EQUIPMENT 553,070.84 +
Balance Exact 1,954,879.31 *

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
1-00-0-1070 LGIP Acct #4374					
		09/30/2024 (09/24) Balance	.00 *	.00 *	1,142,951.50
CR	15	LGIP Fees - ACH Redemptions		.05-	
CR	1	Jefferson County Tax Distribution	772.52		
CR	4	Deschutes County Property Tax Distribution	3,666.54		
CR	9	Transfer from LGIP to Checking for Payroll/Bills		200,000.00-	
CR	17	Accrual Income Div Reinvestment Distributions	8,650.26		
JE	6	Reclass Vinyl for New 710 to Equipment Reserve Fun	2,265.00		
JE	8	Reclass Medic Remount New Light Bar to Equipment	1,769.00		
		10/31/2024 (10/24) Period Totals and Balance	17,123.32 *	200,000.05- *	960,074.77

Number of transactions: 7 Number of accounts: 1

Debit	Credit	Proof
17,123.32	200,000.05-	182,876.73-

Total GENERAL FUND:

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
2-00-0-1070 Empl Fund					
	09/30/2024 (09/24)	Balance	.00 *	.00 *	61,370.09
	10/31/2024 (10/24)	Period Totals and Balance	.00 *	.00 *	61,370.09

Number of transactions: 0 Number of accounts: 1

Debit	Credit	Proof
.00	.00	.00

Total EMPLOYMENT RESERVE FUND:

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
3-00-0-1070 Bldg Fund					
	09/30/2024 (09/24)	Balance	.00 *	.00 *	380,363.61
	10/31/2024 (10/24)	Period Totals and Balance	.00 *	.00 *	380,363.61

Number of transactions: 0 Number of accounts: 1

Debit	Credit	Proof
.00	.00	.00

Total BUILDING RESERVE FUND:

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
4-00-0-1070 Equipment Fund					
		09/30/2024 (09/24) Balance	.00 *	.00 *	557,104.84
JE	7	Reclass Vinyl for New 710 to Equipment Reserve Fun		2,265.00-	
JE	9	Reclass Medic Remount New Light Bar to Equipment		1,769.00-	
		10/31/2024 (10/24) Period Totals and Balance	.00 *	4,034.00- *	553,070.84
Number of transactions: 2 Number of accounts: 1			<u>Debit</u>	<u>Credit</u>	<u>Proof</u>
Total EQUIPMENT RESERVE FUND:			<u>.00</u>	<u>4,034.00-</u>	<u>4,034.00-</u>

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
5-00-0-1075 Technology Reserve Fund					
	09/30/2024 (09/24)	Balance	.00 *	.00 *	.00
	10/31/2024 (10/24)	Period Totals and Balance	.00 *	.00 *	.00

Number of transactions: 0	Number of accounts: 1	Debit	Credit	Proof
		.00	.00	.00

Number of transactions: 9	Number of accounts: 5	Debit	Credit	Proof
		17,123.32	204,034.05-	186,910.73-

Report Criteria:

Actual amounts

All accounts

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

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

LGIP Bond Account (BOND TAX REVENUE) (8)
October 31, 2024

Account: 70001030

Bank Account Number: ;7351

Bank Statement Balance:	83,546.37	Book Balance Previous Month:	82,961.29
Outstanding Deposits:	.00	Total Receipts:	585.08
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	83,546.37	Book Balance:	83,546.37

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 2 items Deposits Outstanding: 0 items

Outstanding Checks

No outstanding checks found!

Checks cleared: 0 items Checks Outstanding: 0 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!



Account Statement - Transaction Summary

For the Month Ending **October 31, 2024**

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

Oregon LGIP		Asset Summary	
		October 31, 2024	September 30, 2024
Opening Balance	82,961.29		82,961.29
Purchases	585.08	83,546.37	
Redemptions	0.00		
Total		\$83,546.37	\$82,961.29

Closing Balance	\$83,546.37
Dividends	360.07

Account Number	Account Title	2023-24		Current YTD Actual	2024-25		Bal Remaining +/-	% Collected
		Prior YTD Actual	Current Period Actual		Current Year Budget	Budget		
GENERAL FUND								
1-01-0-40100	Property Taxes-Current	.00	.00	.00	3,822,100.00	3,822,100.00-	.00	
1-01-0-40200	Property Taxes-Prior	3,077.97	4,434.15	32,157.20	50,000.00	17,842.80-	64%	
1-01-0-41100	Ambulance Revenue	51,471.20	59,252.57	251,506.44	575,000.00	323,493.56-	44%	
1-01-0-41110	GEMT Ambulance Revenu	1,154.00	.00	.00	50,000.00	50,000.00-	.00	
1-01-0-41200	Other Fees for Service	855.00	2,665.00	11,262.50	15,306.00	4,043.50-	74%	
1-01-0-42100	Fire Med Subscriptions	1,050.00	2,950.00	4,780.00	15,000.00	10,220.00-	32%	
1-01-0-43100	Interest Income	10,361.62	8,667.41	65,059.27	75,000.00	9,940.73-	87%	
1-01-0-44100	Grant Revenue	.00	.00	32,718.63	30,715.00	2,003.63	107%	
1-01-0-44200	Donations Received	940.10	.00	21,100.00	15,000.00	6,100.00	141%	
1-01-0-44300	Conflagration Income	6,544.66	.00	.00	50,000.00	50,000.00-	.00	
1-01-0-45000	Misc Revenue	4,786.88	152.25	1,501.07	10,750.00	9,248.93-	14%	
1-01-0-49990	Beginning Working Capital	.00	.00	2,944,982.28	2,863,676.00	81,306.28	103%	
Total GENERAL FUND REVENUE:		80,241.43	78,121.38	3,365,067.39	7,572,547.00	4,207,479.61-	44%	
GENERAL FUND Revenue Total:		80,241.43	78,121.38	3,365,067.39	7,572,547.00	4,207,479.61-	44%	
Net Total GENERAL FUND:		80,241.43	78,121.38	3,365,067.39	7,572,547.00	4,207,479.61-	44%	

Account Number	Account Title	2023-24 Prior YTD Actual	Current Period Actual	Current YTD Actual	2024-25 Current Year Budget	Variance	% of Budget
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	243,641.46	47,486.67	255,516.89	696,053.00	440,536.11	37%
	Total OPERATIONS DEPARTMENT:	755,657.27	159,374.72	773,018.76	2,303,821.00	1,530,802.24	34%
	Total MAINTENANCE DEPARTMENT:	6,429.81	1,925.25	4,834.56	25,107.00	20,272.44	19%
	Total VOLUNTEERS DEPARTMENT:	3,900.00	.00	5,851.14	19,672.00	13,820.86	30%
	GENERAL FUND Expenditure Total:	1,009,628.54	208,786.64	1,039,221.35	3,044,653.00	2,005,431.65	34%
	Net Total GENERAL FUND:	1,009,628.54-	208,786.64-	1,039,221.35-	3,044,653.00-	2,005,431.65-	34%
	Net Grand Totals:	1,009,628.54-	208,786.64-	1,039,221.35-	3,044,653.00-	2,005,431.65-	34%

Account Number	Account Title	2023-24 Prior YTD Actual	Current Period Actual	Current YTD Actual	2024-25 Cur Year Budget	Variance	% of Budget
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	36,530.50	12,269.69	50,426.31	265,136.00	214,709.69	19%
	Total OPERATIONS DEPARTMENT:	95,068.73	14,780.67	66,177.81	211,922.00	145,744.19	31%
	Total MAINTENANCE DEPARTMENT:	99,996.92	12,616.81	69,252.59	342,280.00	273,027.41	20%
	Total VOLUNTEERS DEPARTMENT:	76,497.90	4,546.26	30,002.64	270,040.00	240,037.36	11%
	GENERAL FUND Expenditure Total:	308,094.05	44,213.43	215,859.35	1,089,378.00	873,518.65	20%
	Net Total GENERAL FUND:	308,094.05-	44,213.43-	215,859.35-	1,089,378.00-	873,518.65-	20%
	Net Grand Totals:	308,094.05-	44,213.43-	215,859.35-	1,089,378.00-	873,518.65-	20%

Account Number	Account Title	2023-24 Prior YTD Actual	Current Period Actual	Current YTD Actual	2024-25 Current Year Budget	Variance	% of Budget
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	.00	5,173.45	5,173.45	9,450.00	4,276.55	55%
	Total OPERATIONS DEPARTMENT:	.00	.00	.00	.00	.00	.00
	Total MAINTENANCE DEPARTMENT:	.00	.00	2,920.00	10,100.00	7,180.00	29%
	GENERAL FUND Expenditure Total:	.00	5,173.45	8,093.45	19,550.00	11,456.55	41%
	Net Total GENERAL FUND:	.00	5,173.45-	8,093.45-	19,550.00-	11,456.55-	41%
	Net Grand Totals:	.00	5,173.45-	8,093.45-	19,550.00-	11,456.55-	41%

SISTERS-CAMP SHERMAN
BALANCE SHEET
OCTOBER 31, 2024

GENERAL FUND

ASSETS

1-00-0-1070	LGIP ACCT #4374	960,074.77	
1-00-0-1081	US BANK OPERATING ACCT 2022	25,231.50	
1-00-0-1099	PETTY CASH	228.67	
1-00-0-1100	ACCOUNTS RECEIVABLE	.01	
1-00-0-1103	NOTE RECEIVABLE	(5,000.00)	
1-00-0-1120	AMBULANCE RECEIVABLES	332,542.21	
1-00-0-1160	ALLOWANCE FOR UNCOLLECTIBLE AM	(166,433.31)	
1-00-0-1450	PROPERTY TAXES RECEIVABLE	64,107.89	
	TOTAL ASSETS		1,210,751.74

LIABILITIES AND EQUITY

LIABILITIES

1-00-0-2000	ACCOUNTS PAYABLE	(441.61)	
1-00-0-2160	INSURANCE/DISABILITY LIABILITY	484.42	
1-00-0-2180	MISCELLANEOUS LIABILITY	420.00	
1-00-0-2250	DEFERRED REVENUE	52,086.69	
	TOTAL LIABILITIES		52,549.50

FUND EQUITY

1-00-0-3190	CURRENT YEAR APPROPRIATION	(7,572,547.00)	
	UNAPPROPRIATED FUND BALANCE:		
1-00-0-3900	RETAINED EARNINGS	7,572,547.00	
	REVENUE OVER EXPENDITURES - YTD	1,158,202.24	
	BALANCE - CURRENT DATE	8,730,749.24	
	TOTAL FUND EQUITY		1,158,202.24
	TOTAL LIABILITIES AND EQUITY		1,210,751.74

SISTERS-CAMP SHERMAN
BALANCE SHEET
OCTOBER 31, 2024

EMPLOYMENT RESERVE FUND

<u>ASSETS</u>			
2-00-0-1070	EMPL FUND	61,370.09	
	TOTAL ASSETS		61,370.09
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
2-00-0-3120	EMPLOYMENT RESERVE	(1,583,747.00)	
UNAPPROPRIATED FUND BALANCE:			
2-00-0-3900	RETAINED EARNINGS	1,583,747.00	
	REVENUE OVER EXPENDITURES - YTD	61,370.09	
	BALANCE - CURRENT DATE	1,645,117.09	
	TOTAL FUND EQUITY		61,370.09
	TOTAL LIABILITIES AND EQUITY		61,370.09

SISTERS-CAMP SHERMAN
 BALANCE SHEET
 OCTOBER 31, 2024

BUILDING RESERVE FUND

ASSETS

3-00-0-1070	BLDG FUND	380,363.61	
	TOTAL ASSETS		<u>380,363.61</u>

LIABILITIES AND EQUITY

FUND EQUITY

3-00-0-3120	BUILDING RESERVE	(672,061.00)	
	UNAPPROPRIATED FUND BALANCE:		
3-00-0-3900	RETAINED EARNINGS	672,061.00	
	REVENUE OVER EXPENDITURES - YTD	<u>380,363.61</u>	
	BALANCE - CURRENT DATE	<u>1,052,424.61</u>	
	TOTAL FUND EQUITY		<u>380,363.61</u>
	TOTAL LIABILITIES AND EQUITY		<u>380,363.61</u>

SISTERS-CAMP SHERMAN
BALANCE SHEET
OCTOBER 31, 2024

EQUIPMENT RESERVE FUND

<u>ASSETS</u>			
4-00-0-1070	EQUIPMENT FUND	553,070.84	
4-00-0-1440	PREPAID EXPENDITURES	785,635.00	
	TOTAL ASSETS		1,338,705.84
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
4-00-0-3120	EQUIPMENT RESERVE	(958,345.00)	
UNAPPROPRIATED FUND BALANCE:			
4-00-0-3900	RETAINED EARNINGS	958,345.00	
	REVENUE OVER EXPENDITURES - YTD	1,338,705.84	
	BALANCE - CURRENT DATE	2,297,050.84	
	TOTAL FUND EQUITY		1,338,705.84
	TOTAL LIABILITIES AND EQUITY		1,338,705.84

SISTERS-CAMP SHERMAN
BALANCE SHEET
OCTOBER 31, 2024

DEBT SERVICE FUND

<u>ASSETS</u>			
7-00-0-1030	BOND TAX REVENUE LGIP	83,546.37	
7-00-0-1450	PROPERTY TAXES RECEIVABLE	4,172.70	
	TOTAL ASSETS		87,719.07
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
7-00-0-2250	DEFERRED REVENUE	3,588.72	
	TOTAL LIABILITIES		3,588.72
<u>FUND EQUITY</u>			
7-00-0-3120	DEBT SERVICE FUND	(305,898.00)	
	UNAPPROPRIATED FUND BALANCE:		
7-00-0-3900	RETAINED EARNINGS	305,898.00	
	REVENUE OVER EXPENDITURES - YTD	84,130.35	
	BALANCE - CURRENT DATE	390,028.35	
	TOTAL FUND EQUITY		84,130.35
	TOTAL LIABILITIES AND EQUITY		87,719.07

Check Register - October 2024

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
10/9/2024	15965	Christopher LaMaita	Refund PLO Tax Withheld 9/23 Payroll	\$ (8.25) V
10/9/2024	15975	Justin Spelatz	Refund PLO Tax Withheld 9/23 Payroll	\$ (3.79) V
10/9/2024	16634	Roger T. Johnson	Annual cell phone reimbursement	\$ (600.00) V
10/9/2024	16899	OREGON FIRE MARSHALS ASSOCIATION	OFMA Dues - Lord	\$ (65.00) V
10/10/2024	16908	AFLAC	AFLAC	\$ 464.91
10/10/2024	16909	AT&T MOBILITY	Router Station 704 - 287297124283	\$ 40.04
10/10/2024	16910	AT&T Mobility - Control Center	Data Plan	\$ 485.91
10/10/2024	16911	Cameron Building Maintenance, Inc.	Janitorial services - September 2024	\$ 375.00
10/10/2024	16912	Carlson Sign	Manufacture/Install Vinyl - New 710	\$ 2,265.00
10/10/2024	16913	Caselle, Inc.	Contract support charges 11/01/2024-11/30/2024	\$ 296.00
10/10/2024	16914	CEC, INC	electric - Camp Sherman	\$ 111.65
10/10/2024	16915	CenturyLink	Telephone -Camp Sherman 333226873	\$ 60.40
10/10/2024	16916	Christopher LaMaita	Refund PLO Tax Withheld 9/23 Payroll	\$ 8.25
10/10/2024	16917	City of Sisters	City Services: 04-6332-00 Elm Street	\$ 461.27
10/10/2024	16917	City of Sisters	City Services: 02-5766-00 Locust St	\$ 61.82
10/10/2024	16918	Crook County Fire & Rescue	BLS Instructor Cards - Bootes & Duda	\$ 40.00
10/10/2024	16918	Crook County Fire & Rescue	BLS Instructor Cards - Bootes & Duda	\$ (40.00) V
10/10/2024	16918	Crook County Fire & Rescue	Heartsaver card Williamson	\$ 60.00
10/10/2024	16918	Crook County Fire & Rescue	Heartsaver card Williamson	\$ (60.00) V
10/10/2024	16919	Cruz Jones	Reimburse paramedic supplies purchased	\$ 110.29
10/10/2024	16919	Cruz Jones	Res. Vol. Mileage & Food Reimb. - October 204	\$ 400.00
10/10/2024	16920	DMV	dmv record Check	\$ 3.00
10/10/2024	16921	East Cascade Emergency Medical Services	ECEMS Dues 2024	\$ 200.00
10/10/2024	16922	Ed Staub & Sons Petroleum	Tank rental - Camp Sherman	\$ 1.00
10/10/2024	16922	Ed Staub & Sons Petroleum	Tank rental	\$ 99.00
10/10/2024	16922	Ed Staub & Sons Petroleum	Fuel	\$ 1,074.93
10/10/2024	16923	Ernest Halcon	Reimb. Food Purchased for Live Fire Training	\$ 273.75
10/10/2024	16924	FlowMSP, Inc.	Annual Fire App License Fee	\$ 3,300.00
10/10/2024	16925	Georgia Hampton	Res. Vol. Mileage & Food Reimb. - September 2024	\$ 400.00
10/10/2024	16926	Hughes Fire Equipment, Inc.	724 Exhaust insulation blanket	\$ 1,138.87
10/10/2024	16927	InnerTech	IT Services and remote assistance	\$ 2,581.11
10/10/2024	16927	InnerTech	Replaceme t computers (1198, 1202, 1207, 1203), New 704	\$ 5,173.45
10/10/2024	16928	Jeff Puller	Per diem - RTEC Training - OSFM	\$ 110.00
10/10/2024	16929	Justin Spelatz	Refund PLO Tax Withheld 9/23 Payroll	\$ 3.79
10/10/2024	16930	Kendall Ford of Bend	776 EGR valve Dx/replace	\$ 1,306.33
10/10/2024	16930	Kendall Ford of Bend	771 OIL CHANGE & MPI	\$ 370.98
10/10/2024	16930	Kendall Ford of Bend	771 FUEL FILTER REPLACEMENT	\$ 252.43
10/10/2024	16930	Kendall Ford of Bend	771 BATTERY REPLACEMENT	\$ 446.90
10/10/2024	16931	L.N. Curtis and Sons	STATE TAX	\$ 4.33
10/10/2024	16931	L.N. Curtis and Sons	MSA GAS MONITOR CALIBRATION GAS	\$ 446.96
10/10/2024	16932	Les Schwab Warehouse Center	Turn outs - Craig, Hampton	\$ 6,105.50
10/10/2024	16932	Les Schwab Warehouse Center	Studded tires for 743 dismount for powder coating	\$ 59.94
10/10/2024	16932	Les Schwab Warehouse Center	2019 Ford F-450 wheel spin balance	\$ 67.96
10/10/2024	16932	Les Schwab Warehouse Center	Credit for 2019 Ford F450n wheel spin balance	\$ (67.96)
10/10/2024	16933	Lightspeed Networks	Wheel spin balance	\$ 67.96
10/10/2024	16934	Mission Linen Supply, Inc.	Internet & Phone Service - Sta 701	\$ 829.25
10/10/2024	16935	Momentum Promo	mats/rugs	\$ 61.69
10/10/2024	16936	Norco Medical Supply, Inc.	Embroidery - Greger & Fire Corps	\$ 31.00
10/10/2024	16937	Nugget Newspaper, LLC	oxygen	\$ 99.77
10/10/2024	16938	Pac Office Automation - Lease	Help wanted ad - Office Asst.	\$ 80.00
10/10/2024	16939	Pacific Office Automation, Inc	500-50609347 Konica Contract	\$ 290.00
10/10/2024	16940	Pacific Source Community Solutions	copies/kit - HP Printers	\$ 59.43
10/10/2024	16941	Patrick Burke	Refund for Member 810036632-00	\$ 352.67
10/10/2024	16942	Pony Express, Inc.	Reimb. Facility Supplies Purchased	\$ 54.97
10/10/2024	16942	Pony Express, Inc.	Shipping for Ulm/Orbidan Merch Orders	\$ 35.85
10/10/2024	16943	Ranch Country Outhouses	Shipping for TO repairs	\$ 22.76
10/10/2024	16943	Ranch Country Outhouses	Portable Toilet Rental Locust St - (August 2024)	\$ 85.00
10/10/2024	16944	Republic Services	Portable Toilet Rental - Locust St (September 2024)	\$ 85.00
10/10/2024	16945	Roger T. Johnson	Disposal Services - Station 703	\$ 21.39
10/10/2024	16946	SDIS	Annual cell phone reimbursement	\$ 600.00
10/10/2024	16947	SeaWestern, Inc.	Property Coverage - New Photocopier	\$ 29.00
10/10/2024	16947	SeaWestern, Inc.	Credit for Prior lion deluxe uniform trousers returned	\$ (1,136.15)
10/10/2024	16947	SeaWestern, Inc.	Nomex pants - Prior	\$ 1,136.15
10/10/2024	16947	SeaWestern, Inc.	Nomex uniform pants - Duda	\$ 211.13
10/10/2024	16947	SeaWestern, Inc.	Nomex duty pants - Ast	\$ 389.86
10/10/2024	16947	SeaWestern, Inc.	Uniform Pants - Chief Prior	\$ 406.06

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
10/10/2024	16948	Steven Lord	Per Diem - RTEC Training	\$ 110.00
10/10/2024	16949	Systems Design	EMS billing & postage September 2024	\$ 1,497.09
10/10/2024	16949	Systems Design	PCG SFY 2023 Cost Report Consulting Services	\$ 2,477.40
10/10/2024	16950	Treasure Valley Coffee	water & cooler rental	\$ 229.35
10/10/2024	16951	Tyler Wallace	Res. Vol. Mileage & Food Reimb. - September 2024	\$ 400.00
10/10/2024	16952	Virginia Myers	Emergency Services Overpayment - Date of Service 12.29.2023	\$ 1,397.63
10/10/2024	16953	Vohs Custom Landscaping	Weekly landscape maintenance per contract - Sept. 2024	\$ 1,554.12
10/10/2024	16954	Zoom Video Communications Inc	Annual Zoom Business Subscription	\$ 2,088.96
10/24/2024	16955	Ace Hardware, Inc.	Thread seal tape	\$ 1.28 *
10/24/2024	16955	Ace Hardware, Inc.	Batts for smoke alarm program	\$ 59.97 *
10/24/2024	16955	Ace Hardware, Inc.	Light bulb & hanging hardware	\$ 17.28 *
10/24/2024	16955	Ace Hardware, Inc.	776 electrical repair parts	\$ 38.38 *
10/24/2024	16955	Ace Hardware, Inc.	Station 703 fac supplies	\$ 42.84 *
10/24/2024	16955	Ace Hardware, Inc.	fasteners for 734 hard suction brackets	\$ 36.13 *
10/24/2024	16955	Ace Hardware, Inc.	Scuff pads for tables in comm hall	\$ 11.02 *
10/24/2024	16955	Ace Hardware, Inc.	Hardware for vehicles	\$ 17.04 *
10/24/2024	16956	Alpine Internet Solutions	Professional Management & Web Hosting	\$ 85.00 *
10/24/2024	16957	AT&T MOBILITY	Acct: 287297124283	\$ 28.22 *
10/24/2024	16958	AT&T Mobility - Control Center	Data services	\$ 479.47 *
10/24/2024	16959	Avion Water Co Inc.	Water-703	\$ 28.52 *
10/24/2024	16960	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 40034234	\$ 272.51 *
10/24/2024	16960	BOUND TREE MEDICAL, LLC.	Replacement activated charcoal	\$ 71.58 *
10/24/2024	16961	Crook County Fire & Rescue	BLS Instructor Cards - Bootes & Duda	\$ 40.00 *
10/24/2024	16961	Crook County Fire & Rescue	Heartsaver card Williamson	\$ 20.00 *
10/24/2024	16962	Damon Frutos	Per Diem - FTTC Frutos	\$ 165.00 *
10/24/2024	16963	Deschutes County 911 Service D	Quarterly Radio Equipment Maintenance	\$ 75.00 *
10/24/2024	16964	DPSST	Criminal History Check - Prior, Anthony	\$ 46.25 *
10/24/2024	16965	Ed Staub & Sons Petroleum	Food grade primer oil (5gal)	\$ 172.31 *
10/24/2024	16965	Ed Staub & Sons Petroleum	Fuel	\$ 1,031.72 *
10/24/2024	16966	Grant Dickenson	Res. Vol. Lt. Mileage & Food Reimb. - Oct 2024	\$ 650.00 *
10/24/2024	16967	Hughes Fire Equipment, Inc.	724 Exhaust insulation blanket upper	\$ 425.54 *
10/24/2024	16968	InnerTech	IT Services and remote assistance	\$ 336.00 *
10/24/2024	16969	LIFE-ASSIST	Credit for item returned	\$ (50.25) *
10/24/2024	16969	LIFE-ASSIST	EMS SUPPLY ORDER# 60242031	\$ 952.10 *
10/24/2024	16969	LIFE-ASSIST	EMS ORDER#60242025	\$ 525.60 *
10/24/2024	16969	LIFE-ASSIST	EMS ORDER# 60243631	\$ 143.69 *
10/24/2024	16970	Momentum Promo	Embroidery Hill, Wells, Wallace	\$ 98.50 *
10/24/2024	16971	Northwest Safety Clean	Turn out repair	\$ 169.05 *
10/24/2024	16971	Northwest Safety Clean	Turn out repair	\$ 164.28 *
10/24/2024	16972	SDIS	Operations Health Insurance	\$ 18,970.33 *
10/24/2024	16972	SDIS	Admin Health Insurance	\$ 5,136.55 *
10/24/2024	16972	SDIS	Lord Health Insurance	\$ 2,451.73 *
10/24/2024	16972	SDIS	Orthodontia Pass Through & 1/2 Linker	\$ 985.61 *
10/24/2024	16973	St. Charles Health System	Guarantor #7100000435 - Ast Titer	\$ 25.57 *
10/24/2024	16974	TDS	8224 60 007 0119276 - 703 Cable	\$ 160.61 *
10/24/2024	16975	The Sign Man	Green Sheeted Blanks & Reflective Numbers	\$ 1,346.44 *
10/24/2024	16976	True North Equipment	771 Heater Control valve	\$ 264.13 *
10/24/2024	16977	ZOLL Medical Corporation	ECG PAPER (6/BOX)	\$ 98.40 *
10/25/2024	16978	Patrick Burke	Refund 457/Roth Withholding - Over 2024 Limit	\$ 1,426.32
10/25/2024	700045	US Bank - Visa	SOFT STRETCHER LITTERS	\$ 143.82
10/25/2024	700045	US Bank - Visa	MASIMO SPO2 SENSOR FOR ZOLL	\$ 204.28
10/25/2024	700045	US Bank - Visa	FOG/DRIVING LIGHT BAR FOR MEDIC REMOUNT	\$ 1,769.00
10/25/2024	700045	US Bank - Visa	Litebox flashlight charging brackets	\$ 56.90
10/25/2024	700045	US Bank - Visa	Lightbulbs for 721 tank level indicators	\$ 6.17
10/25/2024	700045	US Bank - Visa	701 elevator batteries	\$ 25.31
10/25/2024	700045	US Bank - Visa	791 repair (old converter died)	\$ 90.24
10/25/2024	700045	US Bank - Visa	EMS testing access	\$ 52.00
10/25/2024	700045	US Bank - Visa	Starlink internet service at Station 704	\$ 140.00
10/25/2024	700045	US Bank - Visa	Hotel accommodations for FTTC	\$ 355.25
10/25/2024	700045	US Bank - Visa	Parking at FTTC - Frutos	\$ 40.00
10/25/2024	700045	US Bank - Visa	Fuel for rental car FTTC - Frutos	\$ 10.66
10/25/2024	700045	US Bank - Visa	Rental Car for FTTC	\$ 47.74
10/25/2024	700045	US Bank - Visa	Turn out soap	\$ 157.50
10/25/2024	700045	US Bank - Visa	Pager battery replacement	\$ 35.18
10/25/2024	700045	US Bank - Visa	Replacement bulbs for Station 701 for bedrooms	\$ 140.23
10/25/2024	700045	US Bank - Visa	OFCA Dues - Prior	\$ 120.00
10/25/2024	700045	US Bank - Visa	Adobe subscription - Puller	\$ 19.99

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
10/25/2024	700045	US Bank - Visa	OR Fire Code digital subscription	\$ 119.00
10/25/2024	700045	US Bank - Visa	Lodging - Puller DPSST Training	\$ 156.38
10/25/2024	700045	US Bank - Visa	Lodging - Lord DPSST Training	\$ 156.38
10/25/2024	700045	US Bank - Visa	Quarterly RV Dinner	\$ 179.40
10/25/2024	700045	US Bank - Visa	Adobe subscription Linker	\$ 19.99
10/25/2024	700045	US Bank - Visa	Office supplies	\$ 190.38
10/25/2024	700045	US Bank - Visa	Office admin interviews - lunch	\$ 72.36
10/25/2024	700045	US Bank - Visa	OA ad Indeed.com	\$ 35.00
10/25/2024	700045	US Bank - Visa	Spor - Flowers (Hospital stay)	\$ 80.00
10/25/2024	700045	US Bank - Visa	Halloween - Pumpkin carving supplies	\$ 112.16
10/25/2024	700045	US Bank - Visa	Spor Bday Cupcakes	\$ 25.47
10/25/2024	700045	US Bank - Visa	Adobe subscription light duty	\$ 19.99
10/25/2024	700045	US Bank - Visa	Postage stamps	\$ 365.00
10/25/2024	700045	US Bank - Visa	Adobe subscriptions: Spor, Prior	\$ 67.97
10/25/2024	700045	US Bank - Visa	Canva Pro Subscription	\$ 14.99
10/25/2024	700045	US Bank - Visa	Batteries for smoke alarm program	\$ 393.33
10/25/2024	700045	US Bank - Visa	Survey Monkey - annual subscription	\$ 468.00

**Denotes checks signed by Fire Chief and Finance Manager "V" indicates check was voided.*

Report Criteria:

Include transaction count

Journal Code: Journal code = "JE"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
10/31/2024	1	Amb Receivables to Actual	1-00-0-1120	Ambulance Receivables	11,133.06	
10/31/2024	2	Amb Receivables to Actual	1-01-0-41100	Ambulance Revenue	.00	5,566.53-
10/31/2024	3	Amb Receivables to Actual	1-00-0-1160	Allowance for Uncollectible Am	.00	5,566.53-
10/31/2024	6	Reclass Vinyl for New 710 to Equipment R	1-00-0-1070	LGIP Acct #4374	2,265.00	
10/31/2024	7	Reclass Vinyl for New 710 to Equipment R	4-00-0-1070	Equipment Fund	.00	2,265.00-
10/31/2024	8	Reclass Medic Remount New Light Bar to	1-00-0-1070	LGIP Acct #4374	1,769.00	
10/31/2024	9	Reclass Medic Remount New Light Bar to	4-00-0-1070	Equipment Fund	.00	1,769.00-
Total JOURNAL ENTRIES (JE):					<u>15,167.06</u>	<u>15,167.06-</u>
References: 7 Transactions: 7						
Grand Totals:					<u>15,167.06</u>	<u>15,167.06-</u>

Report Criteria:

Include transaction count

Journal Code: Journal code = "JE"

Ambulance Receivable as of October 31, 2024

	SystDes
Beginning Ambulance Receivable	321,409.15
Payments received	41,754.03
Adjustments	97,356.91
New Charges	150,244.00
ENDING Ambulance Receivable	332,542.21
Total # of Transports	66
Adjustments	
Medicare/Medicaid	91,642.36
Collection	1,982.13
Bankruptcy/Other Writeoff	3,230.00
FireMed	502.42
Total Adjustments	97,356.91
Outstanding Accounts By Age	
CURRENT	170,368.40
31 to 60 days	49,544.00
61 to 90 days	37,809.87
91 to 120 days	40,917.66
OVER 120 days	33,902.28
Total Outstanding as of 9/30/24	332,542.21

Engine Response Billing as of October 31, 2024

Beginning Engine Response Rec			7,952.00
Payments received		-	
Adjustments		-	
New Charges			840.00
ENDING Engine Response Rec			8,792.00
Total # Billed in 2020/21			12
Total # Billed in 2021/22			3
Total # Billed in 2022/23			20
Total # Billed in 2023/24			12
Total # Billed in 2024/25		6	
Total Billed 2020/21		\$	2,700.00
Total Billed 2021/22		\$	1,275.00
Total Billed 2022/23		\$	3,420.00
Total Billed 2023/24		\$	2,431.25
Total Billed in 2024/25		\$	1,817.50
Total Received 2020/21		\$	2,550.00
Total Received 2021/22		\$	250.00
Total Received 2022/23		\$	1,777.50
Total Received 2023/24		\$	2,331.25
Total Received 2024/25		\$	725.50
2020/21 % Collected			94%
2021/22 % Collected			20%
2022/23 % Collected			52%
2023/24 % Collected			96%
2024/25 % Collected to Date			40%

Thank Sisters
You
Fire Hall

FROM: Sisters Business Assn.

John Am
President
Thank you!
Sammy Jay
Board member

EROR
Treasurer

Shereci
Van
communications

Thanks
Jeanie Jenks

We love you
- Nat Brown

Thank You!
Brooke Frutos

We appreciate
you and all you
do to help young
life -

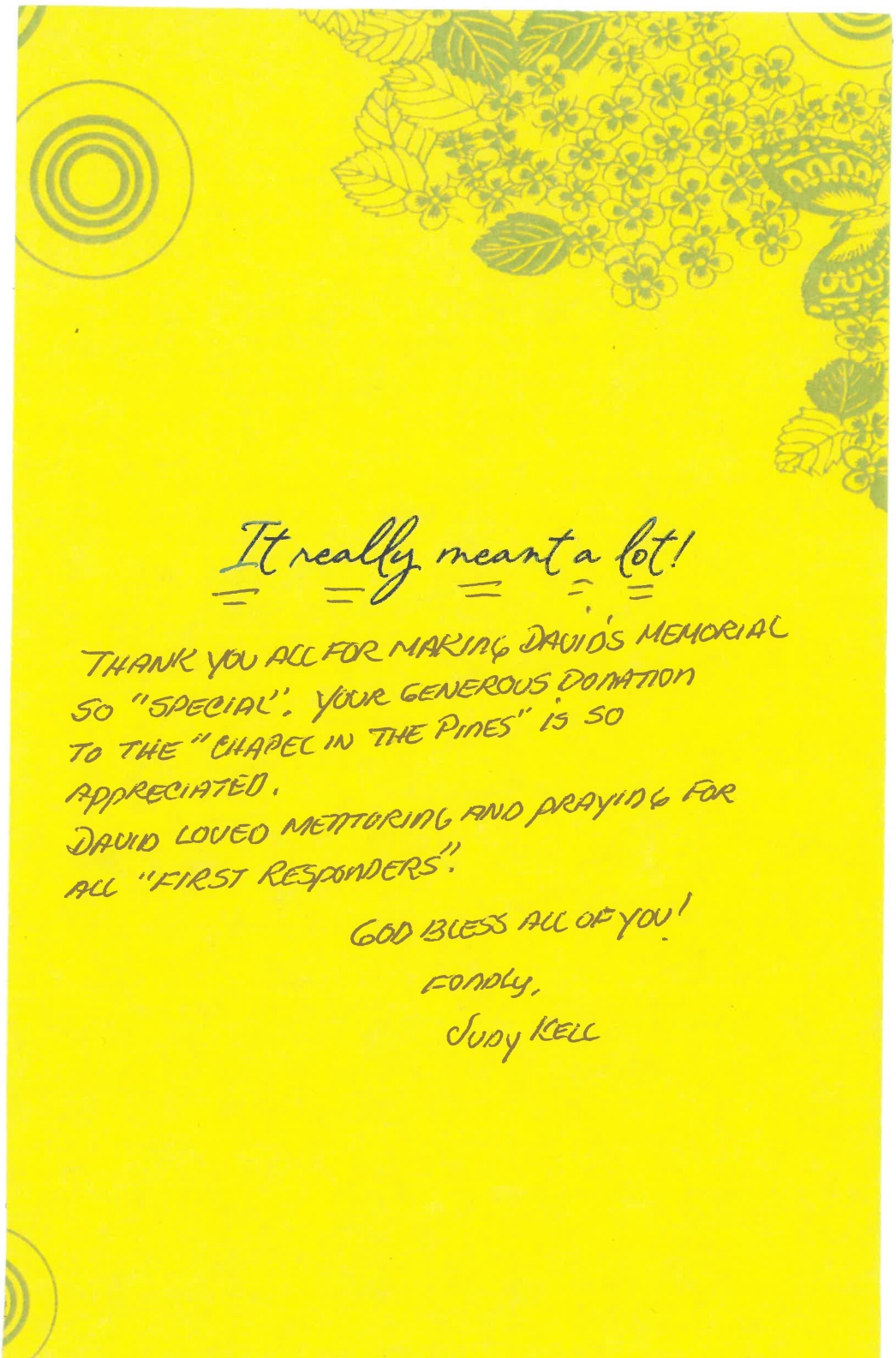
Love,
Allison Davis

THANK YOU!
- DAMON FRUTOS

Dear Sisters Fire Department -

Thank you so much
for being part of our
Young Life Fundraiser
We appreciate the use
of the Community Room.
It worked out great!

Wendy Bachmeier



It really meant a lot!

THANK YOU ALL FOR MAKING DAVID'S MEMORIAL
SO "SPECIAL". YOUR GENEROUS DONATION
TO THE "CHAPEL IN THE PINES" IS SO
APPRECIATED.

DAVID LOVED MENTORING AND PRAYING FOR
ALL "FIRST RESPONDERS".

GOD BLESS ALL OF YOU!

FONDLY,

JUDY KELL

Julie Spor

From: Angela Linker
Sent: Thursday, October 31, 2024 8:17 AM
To: Steven Lord; Julie Spor
Subject: FW: HOA Alert - Sage Meadow 2024 Homeowner Firewise Status

Nice job Steven!
See the compliments from Michael Conroyd below.

From: Angela Linker <linker.angela@gmail.com>
Sent: Wednesday, October 30, 2024 9:36 PM
To: Angela Linker <alinker@sistersfire.com>
Subject: Fwd: HOA Alert - Sage Meadow 2024 Homeowner Firewise Status

----- Forwarded message -----

From: <no-reply@aperionmgmt.com>
Date: Mon, Oct 28, 2024, 4:34 PM
Subject: HOA Alert - Sage Meadow 2024 Homeowner Firewise Status
To: <linker.angela@gmail.com>, <mdlunker@yahoo.com>, <customerservice@aperionmgmt.com>

Please note: This is an automated message, replying to this email will not be received.

2024 Homeowner Firewise Status Letter

My name is Michael F Conroyd and I am the Firewise chairperson. Joan Wood and Jim Naibert are the other committee members. Below is a summary of the actions taken by the committee in 2024.

Sage Meadow became an accredited Firewise community in the summer of 2017. The driving force behind this was Lesley Allison and Julie Ponn, who put in untold hours organizing the required community education programs and community work parties. Each year they filed an annual report detailing the hours and out of pocket expenses homeowners incurred in cleaning up their property.

Through their efforts, Sage Meadow was renewed each year as a Firewise Community until 2022 at which time Julie Ponn moved away and Lesley Allison had to give up her role as chairperson due to a family health situation. Absent their leadership, the committee was left without its driving force. The Board asked for volunteers to take the committee over but when

no volunteers came forward the matter was dropped. As a result in 2022, Sage Meadow failed to file the required annual report and lost its accreditation.

In 2024, a new Firewise committee was formed and tasked to reacquire Sage Meadow's Firewise status. The committee soon found out this was easier said than done. However, we caught a break when Steven Lord of the Sisters Fire Department stepped in and offered us a helping hand. Part of Steven's job, in addition to being a half-time firefighter and half-time paramedic, is to assist local communities in their Firewise efforts. As chairperson, I took on the responsibility of submitting a new application to Firewise USA which was sent in on Sept. 23, 2024. I could not have done this without Steven's help.

The new application required an update on how many homes were inspected by the Fire Department in 2024 as well as a statement of how much time and money homeowners spent cleaning up their property doing activities such as raking pine needles, removing cheat grass, and cutting down or limbing up trees. The committee decided the only meaningful way to obtain this information was to canvass all homes in Sage Meadow asking homeowners to sign up for a home inspection and estimate the time and money spent on lot cleanup.

This was done over three weekends between September 20th and October 6th. The committee thanks all who answered their doors and offered to sign up for a home inspection and give a best estimate on hours worked and money spent.

The canvassing, while time consuming, worked better than expected. Sage Meadow has 99 homes and 7 undeveloped lots for a total of 106 lots. Of the 77 homes contacted, 65 signed up or had already signed up for a Firewise home inspection. No one was home at 22 homes, but the committee will reach out to them next spring.

The committee has also applied for a \$5,000 grant from the Deschutes County Fuel Reduction Grant Program. The program has \$125,000 in grant money available to help communities with fire clean up. The maximum individual grant is \$5,000.

On the submitted Firewise application, the reported number of hours homeowners spent on their lot cleanup was 2,714 hours and the amount of out-of-pocket expenses was \$150,000.

In late 2025 the committee must again file a yearly report with Firewise USA stating the hours spent and out of pocket expenses incurred by homeowners in their 2025 lot cleanup. Traditionally this was done on the Aperia website which is fine for some, but didn't work well for others. The committee will devise additional reporting options in 2025 that will be easier for those not wishing to use the website.

Finally, attached to this e-mail are links to two videos every homeowner should watch at their convenience.

The first is a one-hour presentation made by Steven Lord via Zoom to local homeowner associations explaining the Firewise concept and how to better protect your home from ember fires. The video portion of the presentation unfortunately failed to work so it's audio only.

The second is an eight-minute clip from Good Morning America showing what happens when embers from a forest fire (which with strong winds can be blown up to a mile ahead of the actual fire) make contact with your home. The video is brief but impactful.

Further information on the 2025 Sage Meadow Firewise goals and plans will be sent out in a second status update after Sage Meadow receives its accreditation and knows the amount of the Deschutes County grant.

Last but not least, the committee needs a few more members. If you are interested or need to know more details let me know.

If you have questions or comments, you can e-mail me at mconroyd@yahoo.com.

Thanks for reading this update.

Michael Conroyd

October 14, 2024

Must-see demo shows how to protect your home from wildfires - Good Morning America

<https://youtu.be/CQBFikwCZSQ>

GENERAL DESCRIPTION:

Under general supervision of the Deputy Chief, the Battalion Chief/Training Officer (BC/TO) oversees the training division of Sisters-Camp Sherman Fire District (SCSFD). Serves as a member of the fire department's Executive Management Team, participates in the development of goals, objectives, policies, and procedures related to training, and reviews work for conformance with local, state and nationally established policies, rules, and standards.

This individual will communicate through written and oral mediums, based on their knowledge of fire & emergency medical service (EMS) procedures and equipment. They must be even tempered and able to respond appropriately and professionally in stressful situations, with the ability to professionally represent SCSFD to the public and other agencies and organizations. Above all else, the BC/TO must have integrity and a passion for helping others achieve their goals.

SUPERVISORY RESPONSIBILITIES:

Provides direct supervision over fire training operations and scenarios. Works closely with Shift Commanders and Company Officers during fire and emergency medical training evolutions.

ESSENTIAL DUTIES:

The duties listed below are only intended as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the classification if the work is similar, related and/or a logical assignment to the classification.

- Develops training plans, delivers, and teaches fire and emergency medical classes, maintains training records, and supervises the training division.
- Responds to emergency scenes and functions within the Incident Command System as an Incident Commander, Incident Safety Officer or other assigned position. The BC/TO will complete firefighting duties as required, including combating, extinguishing, and preventing fires.
- Maintain effective working relationships with other fire service agencies, city departments, special interest groups, media representatives and the public regarding fire protection, EMS operations, fire and life safety legislation, hazardous materials, and other related department operations.
- Represents SCSFD as well as the region by participating in committees and programs which promote, enhance, and provide safety for fire and EMS operations.
- May assist the Fire Marshal ~~in training operational personnel in to Plan, develop, implement, conduct, and evaluate~~ fire prevention programs, including fire company inspections of businesses, public fire safety education ~~and~~, pre-fire planning, ~~and recommending policy and procedures based on changing methods, materials, codes, standards and recognized practices to ensure goals and objectives of department are~~

met.

- Provides effective leadership, mentorship, and supervision consistent with District Values.
- Performs training and evaluation of department personnel and recommends development plans for individuals.
- Develops and recommends departmental policies for assigned area of responsibility and provides technical assistance in review of departmental policies.
- Develops short and long-range plans for the department in assigned areas of responsibility; including interpretations and direction of fire district, and other applicable policies, SOG's, and rules to ensure compliance, accountability, and consistency.
- Designs training and compliance programs for hazardous materials regulations and requirements.
- Serves as the District Safety Officer.
- Makes recommendations for the annual budget to include such materials as equipment, supplies, improvements, and related needs.
- Maintains budget in assigned area of responsibility.
- Participates in monthly staff meetings and provides input and updates in areas of responsibility.
- Provides accurate reports related to work progress, including present and potential work problems and suggestions for new or improved ways of addressing problems.
- Attends meetings, conferences, workshops and training sessions and reviews publications and audio-visual materials to become and remain current on the principles, practices, and new development in assigned work areas. Attends local and regional meetings pertinent to departmental training as its representative.
- Responds to citizens' questions and comments in a courteous and timely manner.
- Supervises the quality assurance (QA) and quality improvement (QI) programs, ensures training is accomplished in areas of deficiency.
- Actively participates in, and makes recommendations for, hiring, evaluating, promoting and/or assisting in fire district investigations.
- Identifies and works to mitigate potential hazards that members may encounter in the course of their duties.
- Provides interpersonal conflict resolution to employees as needed.
- Completes all necessary reports, correspondence, and documentation as required in the performance of assigned duties.
- Speaks before groups and effectively present materials or information.
- Safely and effectively operate an emergency vehicle under normal and emergency response.
- Possesses administrative knowledge of computerized records management systems, including: Microsoft Office Suite (Word, Excel, Outlook, PowerPoint).
- Maintains an adequate level of fitness to perform essential job duties.
- Other duties as assigned.

SISTERS-CAMP SHERMAN RFPD

BOOK 2 – ADMINISTRATION

CHAPTER 1; SUBJECT 44

CODE: 2-1-43

BATTALION CHIEF / TRAINING OFFICER

NORMAL HOURS/WK: 40 HOURS/WEEK 2080 YEARLY 4/10 SCHEDULE Page 3 of 5

APPROVED: 11/19/2024

LAST REVISED: 11/8/2024

MINIMUM QUALIFICATIONS: (Exceptions to minimum qualifications may be made at the discretion of the Fire Chief, or his designee, if the candidate possesses a combination of experience and training which provides the desirable knowledge, skills and abilities).

Education:

Associate's degree in [one of the following](#); Fire Science, Fire Service Administration, Emergency Medical Services, Emergency Management.

Certification/License:

EMT/or EMT-Paramedic with Current CPR certification.

DPSST/NFPA – Firefighter II

DPSST/NFPA – Fire Officer I

DPSST/NFPA – Fire Instructor II

DPSST/NFPA – HazMat IC training

DPSST/NWCG Single Resource Engine Boss

ICS 100, 200, 300, 400, 700, 800 and OSHA equivalent HazMat Emergency Responder within (12) twelve months of employment.

Possession of, or the ability to obtain and retain, an Oregon driver license within 30 days of employment.

Experience:

Minimum of Five (5) years of experience in a fire department at the company officer level.

DESIRABLE QUALIFICATIONS:

Education:

Bachelor's Degree in Fire Service Administration, EMS Administration, Emergency Management Administration, or a related field.

Certification/License:

DPSST/NFPA – Fire Instructor III*

DPSST/NFPA - Fire Officer II*

[DPSST/NFPA- Fire Officer III](#)

DPSST/NFPA - Fire Officer IV

NFA Incident Safety Officer

DPSST/NWCG – Task Force/Strike Team Leader*

DPSST/NWCG – Division/Group Supervisor

Blue Card – Incident Commander*

CPSE-CPC – Chief Training Officer credential

**Training and certification achieved at the earliest possible timeframe, based on workload and availability of courses.*

Experience:

SISTERS-CAMP SHERMAN RFPD**BOOK 2 – ADMINISTRATION**

CHAPTER 1; SUBJECT 44

CODE: 2-1-43

BATTALION CHIEF / TRAINING OFFICER

NORMAL HOURS/WK: 40 HOURS/WEEK 2080 YEARLY 4/10 SCHEDULE Page 4 of 5

APPROVED: 11/19/2024

LAST REVISED: 11/8/2024

Substantial experience in training and/or education.

Experience as a training officer or training division manager in a fire service agency.

RESIDENCY REQUIREMENT:

This position will be bound by the district's residency requirement as outlined in policy 2-1-27. (30 miles from Station 701)

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions [below](#).

While performing the duties of this job, the employee is frequently required to sit; talk or hear; walk; use hands and fingers to handle, or operate objects, tools, or controls; and reach with hands and arms. ~~The~~[The employee frequently must lift and move up to 10 pounds and occasionally move up to 150 pounds](#) employee is occasionally required to climb, balance, stoop, kneel, crawl, and smell.

~~The employee frequently must lift and move up to 10 pounds and occasionally move up to 150 pounds.~~ Vision abilities required are close vision, distance vision, ~~color vision~~, peripheral vision, depth perception, and the ability to adjust focus. ~~The~~ employee must pass a hearing test within normal range. [\(Vision, hearing devices, and adaptive technology may be used to achieve requirements.\)](#)

The employee must meet the physical requirements as outlined in the Sisters-Camp Sherman Fire District Medical Release Form.

WORKING CONDITIONS:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is primarily performed in offices, vehicles and outdoor settings in all weather conditions including temperature extremes during day and night. Work is often performed in emergency and stressful situations. The individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents or oils. During firefighting activities, an employee is exposed to restricted environment with temperature variance and periods of extreme physical exertion.

The employee occasionally works near moving mechanical parts and in highly precarious places and is exposed to wet or very dry conditions, fumes, airborne particles, toxic or

SISTERS-CAMP SHERMAN RFPD

BOOK 2 – ADMINISTRATION

CHAPTER 1; SUBJECT 44

CODE: 2-1-43

BATTALION CHIEF / TRAINING OFFICER

NORMAL HOURS/WK: 40 HOURS/WEEK 2080 YEARLY 4/10 SCHEDULE Page 5 of 5

APPROVED: 11/19/2024

LAST REVISED: 11/8/2024

caustic chemicals and a risk of electrical shock and vibration.

The noise level is usually quiet in the office setting and loud at the emergency scene.

Sisters-Camp Sherman Rural Fire Protection District is an equal opportunity employer. Employment is based on qualifications free of personal and political considerations, with equal opportunity for all with no discrimination on the basis of race, color, religion, sex, national origin, age, disability, marital status, changes in marital status, pregnancy, parenthood, genetic information or any other basis prohibited by law.*law.

DRAFT

SISTERS-CAMP SHERMAN FIRE DISTRICT							
2023-2024							
STEPS	1	2	3	4	5	6	
Office Assistant	\$ 22.64	\$ 23.35	\$ 24.07	\$ 24.81	\$ 25.58	\$ 26.37	
Cleaning/Maintenance	\$ 19.35	\$ 20.22	\$ 21.13	\$ 22.08	\$ 23.08	\$ 24.11	
Mechanic	\$ 34.35	\$ 35.41	\$ 36.51	\$ 37.64	\$ 38.80	\$ 40.00	
	\$ 30.89	\$ 31.84	\$ 32.83	\$ 33.84	\$ 34.89	\$ 35.97	
Administrative Assistant	\$ 5,354	\$ 5,520	\$ 5,690	\$ 5,866	\$ 6,048	\$ 6,235	
	\$ 64,248	\$ 66,235	\$ 68,283	\$ 70,395	\$ 72,573	\$ 74,817	
Hybrid	\$ 46.41	\$ 47.84	\$ 49.32	\$ 50.85	\$ 52.42	\$ 54.04	
Executive Assistant/	\$ 8,044	\$ 8,293	\$ 8,549	\$ 8,814	\$ 9,086	\$ 9,367	
Finance Manager	\$ 96,529	\$ 99,515	\$ 102,593	\$ 105,765	\$ 109,037	\$ 112,409	
Fire-Medic	\$ 25.08	\$ 25.86	\$ 26.66	\$ 27.48	\$ 28.33	\$ 29.21	
based on 2912 hours	\$ 6,087	\$ 6,275	\$ 6,469	\$ 6,669	\$ 6,875	\$ 7,088	
	\$ 73,039	\$ 75,298	\$ 77,626	\$ 80,027	\$ 82,502	\$ 85,054	
Engineer-Medic Incentiv	\$ 26.87	\$ 27.70	\$ 28.56	\$ 29.44	\$ 30.35	\$ 31.29	
based on 2912 hours	\$ 6,520	\$ 6,722	\$ 6,929	\$ 7,144	\$ 7,365	\$ 7,593	
	\$ 78,239	\$ 80,659	\$ 83,154	\$ 85,726	\$ 88,377	\$ 91,110	
Battalion Chief - Training	\$ 52.54	\$ 54.16	\$ 55.84	\$ 57.56	\$ 59.35	\$ 61.18	
Based on 2080 hours	\$ 9,107	\$ 9,388	\$ 9,679	\$ 9,978	\$ 10,287	\$ 10,605	
	\$ 109,279	\$ 112,659	\$ 116,143	\$ 119,735	\$ 123,438	\$ 127,256	
Shift Commander	\$ 33.51	\$ 34.54	\$ 35.61	\$ 36.71	\$ 37.85	\$ 39.02	
based on 2912 hours	\$ 8,131	\$ 8,382	\$ 8,642	\$ 8,909	\$ 9,184	\$ 9,468	
	\$ 97,570	\$ 100,588	\$ 103,699	\$ 106,906	\$ 110,212	\$ 113,621	
Fire Safety Manager	\$ 48.27	\$ 49.76	\$ 51.30	\$ 52.89	\$ 54.52	\$ 56.21	
based on 1248 hours	\$ 5,020	\$ 5,175	\$ 5,335	\$ 5,500	\$ 5,670	\$ 5,846	
	\$ 60,240	\$ 62,103	\$ 64,024	\$ 66,004	\$ 68,046	\$ 70,150	
	\$ 57.66	\$ 59.44	\$ 61.28	\$ 63.18	\$ 65.13	\$ 67.15	
Deputy Chief	\$ 9,995	\$ 10,304	\$ 10,622	\$ 10,951	\$ 11,290	\$ 11,639	
	\$ 119,936	\$ 123,645	\$ 127,469	\$ 131,412	\$ 135,476	\$ 139,666	
Fire Chief	Contractual						

All raises based on the District's ability to pay in regards to economy and budget

Loaded Wages/Benefits Comparison						
BC Training	Entry	Top	Rank	Entry Step	Top Step	
	Bend	\$171,713	Bend	\$243,080	Halfway between	Halfway between
	Redmond	\$158,202	Sisters	\$204,527	2nd & 4th	2nd & 4th
	Sisters	\$153,548	Redmond	\$193,317	\$154,819	\$195,152
	Crook	\$151,437	Crook	\$185,777	\$1,271	\$1,835
				0.83%	0.95%	



Fire Chief's Report
2nd half October – 1st half November

1. Fire Activity:

- Open burning has begun with some minor difficulties on the Before You Burn website.

2. Noteworthy Operational Events:

- Deputy Chief Craig will be hosting the after-action review (AAR) for our wildland season response in the Community Hall on the 22nd of this month.
- Fire/Medic Frutos started on a tire replacement schedule for the fleet, beginning with the ambulances and winter tires.
- Captain Ast is working on ambulance remount items that we order to save on costs from potential mark-up. He put a lot of time into the specs for the re-mount and the new ambulance to make sure each one is correct before the build starts.

3. Community Service Events/Meetings

- I attended the following meetings
 - Steven and I attended an insurance meeting in Camp-Sherman to provide ISO data and Firewise importance to WUI.
 - Fueling Adaptation field tour on 10/22 with USDA Forest Service, Deschutes County, COFMS, Division of Forestry, Community Wildfire Planning Center, Portland State University, University of Colorado/Denver and SCSRFPD.
 - Department Mtns, LOSAP 10/28, with Directors Herrmann and Campbell 10/28, Shift Commander Mtn & Officers Mtn 11/5,
 - Metolius Meadows Insurance/ISO Mtn 10/29
 - Mtn with Ahava Healthcare for personnel physicals
 - Partners for Houselessness 11/6
 - Kiwanis 11/6 presentation (Prior, Puller, & Lord)
 - OFCA monthly Mtn. 11/7
 - Sisters Leadership Lunch 11/7
 - Planning and Zoning workshop, Defensible Space Code (Prior and Puller) 11/7

4. Special Projects Update:

- New Staff Vehicle
 - Waiting on Canopy to arrive/mount, then to Wireworks for install of lights/radios/etc.

- Ambulance remount
 - Signed contracts for chassis and it is on order.

5. Volunteer Status:

- Fire Corps is working on the following:
 - Spirit of Christmas (Monica/Margie/Lynn/Angela)
 - 5 pizza parties for Firebusters students.
- Fire Association is working on the following:
 - New mission statement has been printed on coffee mugs.
 - Forming a committee to work on Strategic Plan

6. Other:

I'd like to thank everyone who helped to organize the Halloween events. Angela did a great job with the pumpkin carving and Monica, Stephony and Jeff Liming did an amazing job with the games and haunted maze. We estimate that this was the most attended Halloween event that Sisters-Camp Sherman RFPD has hosted to date. Somewhere between 500-900 people came through the bays for the event...it was amazing. The organizing, set-up, manning of stations, and tear-down took many of us and it was a well-oiled machine that ran smoothly, so thank you all!

Chief Prior



Fire & Life Safety Division Report

November 2024

(statistics included are from the prior month)

Pub Education Report & Fire Corps:

- ISU Events / Responses
 - Live Fire Training Day support
- CPR Training
 - 0
- Community AED
 - 0
- Blood Pressure Screenings
 - 8
- Wildfire Home Safety Assessments
 - 18
- Home Safety Assessments
 - 0
- Smoke Alarm Installations
 - 12
- Fire Station Tours
 - 1
- Special Events
 - Family Pumpkin Carving Event
 - Halloween Event
- Address Signs
 - 2
- Child Safety Seats
 - 2

Public Event Permit Applications Review:

- Big Ponderoo 6/27-29/2025
- SHS Homecoming Parade 10/7/2024

New Construction Plan Review:

- 464 S Elm St.
- 69103 Camp Polk Rd.
- 460 W Hwy 20
- Larch Commons West and East Project
- Sunset Meadows Apartments
- 210 N. Woodson
- 337 W. Sisters View Ave.
- 68540 Hwy 20
- 69172 Barclay Ct.
- 70200 Appaloosa Dr.
- Adams Street Commons
- 505 N. Pine St.
- Riata Ct. Property review
- RV park / Tap house – Conklin Property

Alarm / Sprinkler Final:

- None

Commercial Business Inspections:

- 694 N. Larch St. Sisters
- 600 Barclay Dr. Reinspection
- 620 Barclay Dr, Reinspection
- 630 Barclay Dr. Reinspection
- 660 Barclay Dr. Reinspection
- 730 Barclay Dr. Reinspection
- 740 Barclay Dr. Reinspection
- 750 Barclay Dr. Reinspection
- 840 Barclay Dr. Reinspection
- 890 Barclay Dr. Reinspection
- 171 S. Elm St. Reinspection
- 161 S. Elm St. Reinspection
- 592 N. Sisters Park Ct. Suite C
- 68467 Three Creeks Rd. Chicken Duck Coop Reinspection
- 68467 Three Creeks Rd. Textile Studio Reinspection

- 68467 Three Creeks Rd. Old Shop Reinspection
- 68467 Three Creeks Rd. Pickle Room Reinspection
- 68467 Three Creeks Rd. Kiln Room Reinspection
- Sisters Folk Festival – Village Green Park
- Sisters Folk Festival – Oliver Lemons
- Sisters Folk Festival – Sisters Art Works

Other Fire Safety / Prevention / Pub Education Request:

- Information request 13
- Land Use request review 2
- Addressing review 3
- Knox-box lockups. 2
- Business License Review
 - 192 E. Main Ave. – The Slow Down State, LLC
 - 592 N. Sister Park Ct. Suite C – Northeast Woodworks LLC
 - 69180 Hurtley Rd. – Acorn Tree Care
 - P.O. Box 226 – Krista West Vestments

Fire Investigations:

- RV Trailer Fire

Outside Training & Events Attended:

- Inservice Tech training – OSFM
- Brooks Camp Education Firewise Educational Training
- Junipine HOA Presentation
- Pinnacle Community Management Firewise Education
- Eagle Air Estates Pub Ed for Firewise

Meetings Attended:

- Sisters Country Wildfire Mitigation Group
- Deschutes County Community Wildfire Mitigation Projects Roundtable
- Officers Meeting
- Deschutes County GIS / ISO meeting
- Fire Corps Meeting
- Project Wildfire Meeting

- Board Meeting
- Staff Meeting
- City of Sisters Council Defensible Space Code Workshop
- FlowMSP onboarding Meeting
- Deschutes County Fuels Adaptation Tour
- Central Oregon Fire Prevention Coop Meeting

Submitted:

A handwritten signature in cursive script that reads "Jeff Puller".

Jeff Puller
Fire Marshal