

SILVERTON FIRE DISTRICT AGENDA

AGENDA CLOSSES AT 4:00 P.M., MONDAY, PRECEDING SCHEDULED MEETING.
REGULAR BOARD MEETING, November 10, 2020 at 7:00 P.M.
Silverton Station # 1 Video Conference

Join Zoom Meeting:

<https://us02web.zoom.us/j/86274037787?pwd=aU9XSFlhOdlhYnFhc3YzVlR0dDl1BRUT09>

Meeting ID: 862 7403 7787

Passcode: 473539

Dial in: 1(253) 215-8782 US (Tacoma)

I. ROLL CALL:

Les Von Flue, President
Stacy Palmer, Vice-President
Rob Mengucci, Secretary-Treasurer

Robert Van Epps, Director
Dixon Bledsoe, Director

II. CALL MEETING TO ORDER:

III. PLEDGE OF ALLEGIANCE:

IV. APPROVAL OF MINUTES OF:

a) Regular Board Meeting of October 13, 2020

V. OPEN FORUM

a) Association Announcements
b) Staff Announcements

VI. OLD BUSINESS:

a) Board Handbook- Policy Revisions
b)

VII. FINANCE OFFICER'S REPORT:

a) Check Summary
b) Departmental Expense Report
c) Bank Account Balance Comparison

VIII. CHIEF'S REPORT:

a) Bond Projects
b) Conflagrations
c) Financial Planning (12/8/20)
d) Audit (12/8/20)

**SILVERTON FIRE DISTRICT
AGENDA (cont.'d)**

**AGENDA CLOSSES AT 4:00 P.M., MONDAY, PRECEDING SCHEDULED MEETING.
REGULAR BOARD MEETING, November 10, 2020 at 7:00 P.M.
Silverton Station # 1 Video Conference**

- e) Operational Guidelines (11/10/20)
- f) Training Report (11/10/20)
- g) Call Response Data (11/10/20)
- h) Recruiting/Retention Report (1/12/21)
- i) Fire Prevention Report (1/12/21)
- j) Strategic Plan (12/8/20)
- k) Standard of Cover Study (12/8/20)
- l) Board Work Session (1/12/21)

IX. NEW BUSINESS:

- a) Board Action: Rescind Policies 401, 403, 501, 503, 504, 506, 507

X. ITEMS PENDING:

XI. GOOD OF THE ORDER:

XII. ADJOURNMENT:

SILVERTON FIRE DISTRICT MINUTES

DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION

REGULAR BOARD MEETING 7:00 P.M. October 13, 2020
Silverton Station #1

I. ROLL CALL:

Les Von Flue, President
Stacy Palmer, Vice President
Robert Mengucci, Secretary-Treasurer

Robert Van Epps, Director

ABSENT:

All Board Directors were present.

IN ATTENDANCE:

Chief Miles, Office Manager Cantu, Assistant Chief Grambusch, Maintenance FF Peterson (*via zoom*), FF Hughes (*via zoom*), Lt. Baker (*via zoom*), Lt. Brown (*via zoom*), Lt. Dandeneau (*via zoom*), Lt. Redman-Brown (*via zoom*), BC Terhaar (*via zoom*), FF Terhaar (*via zoom*)

II. CALL MEETING TO ORDER:

President Von Flue called the meeting to order at 7:00 p.m. and led the group in the pledge of allegiance.

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES OF:

a) Regular Board Meeting Minutes

Vice-President Palmer made a motion to approve the minutes of the August 11, 2020 Board meeting. Director Van Epps seconded the motion. The motion carried unanimously. (*President VonFlue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye*)

V. OPEN FORUM:

President Von Flue stated that it was the intent of the Board to resume quarterly board meetings at Scotts Mills once the COVID restrictions had lessened and the District was able to resume normal operations.

Lt. Brown shared that the Annual Chicken Dinner was on Saturday and would be a drive thru service only and would run from 4:30pm to 7:00pm. Lt. Brown shared his appreciation with the wives and support staff that assisted during the wildfires. Lt. Brown stated that the Volunteer Incentive Program would be presented at the Association meetings for final review.

VI. DIRECTOR OATH OF OFFICE

President Von Flue administered the oath of office to newly appointed Director, Dixon Bledsoe, to Position #3.

VII. OLD BUSINESS:

a) Board Work Session Date

The Board agreed to discuss a board work session date after the District received revenue data in December.

b) Board Action to Authorize New Signer

Director Van Epps made a motion to authorize Dixon Bledsoe as an additional signer on all District checking and money market accounts at Columbia Bank. Vice-President Palmer seconded the motion. The motion passed unanimously. President Von Flue instructed Chief Miles to notify all candidates.

(President VonFlue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye)

VIII. FINANCE OFFICER'S REPORT:

a) Check Summary

b) Departmental Expense Report

c) Bank Account Balance Comparison

Chief Miles gave a brief review of reimbursements the District submitted to Oregon Department of Forestry, Oregon State Fire Marshall's Office and Oregon CARES.

Director Bledsoe made a motion to approve the finance officer's report as presented. Vice-President Palmer seconded the motion. The motion carried unanimously. Chief Miles reiterated that the District was closely monitoring it's spending due to the potential deficit in revenue.

(President Von Flue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director Bledsoe: Aye)

IX. CHIEF'S REPORT

a) Bond Projects

Chief Miles stated he, along with FF Peterson and Lt. Veit, would be given a pre-delivery inspection of B417. Chief Miles stated that the new generator would be delivered within the next two weeks and installation would begin soon afterwards. Chief Miles stated that the current generator was on loan from the Oregon Department of Forestry and would be returned to them once the new generator was installed. Chief Miles stated that the remaining bond funds would be used to purchase an outdoor cover for apparatus that were currently parked outside.

b) Conflagrations

Chief Miles relayed how proud he was of all volunteers, support staff, wives and staff for their assistance during the wildfires and conflagrations. Chief Miles stated that everyone worked tirelessly throughout the morning and evenings during the wildfires and the District couldn't have operated or functioned without their help. Additionally,

Chief Miles stated his sincerest appreciation to the public for coming forward with donations of food, time and resources to support the District and assist firefighters working the wildfires. Office Administrator Cantu expressed her gratitude for the spouses and volunteers who assisted the public with questions, concerns and needs. The Board relayed their appreciation for all of the assistance from volunteers and staff who came to the aid of the public and the needs of the District during a time of emergency. Chief Miles stated that daily briefings were still given by command even though manpower was being scaled back with the intent to turnover the fire to ODF. Office Administrator Cantu reviewed the conflagration snapshot with the board.

c) Succession Plan

No additional information or discussion was given on this topic. The Board did not have any questions.

d) Financial Planning

No additional information or discussion was given on this topic. The Board did not have any questions.

e) Board Handbook

The Board Handbook was distributed to each member to review. Office Administrator discussed the consideration by the Board to move some policies to an operational guideline. Chief Miles stated that administration would be bring recommendations of policies to remove at the next board meeting.

f) Audit

Chief Miles stated that a rough draft was sent by the auditors and a meeting would be schedule with Accuity, LLC to present findings to the Board.

g) Operational Guidelines

AC Grambusch reported that multiple OG's were out for review and was currently in the process of updating policies in accordance with the revision schedule.

h) Training Report (Due 10/13/20)

AC Grambusch stated that due to the wildfires and conflagrations a report would be provided at November's board meeting.

i) Call Response Data (Due 10/13/20)

AC Grambusch stated that due to the wildfires and conflagrations a report would be provided at November's board meeting.

j) Recruiting/Retention Report (Due 10/13/20)

Lt. Recruiter Heuchert provided a written report to the Board.

k) Fire Prevention Report (Due 10/13/20)

Due to the wildfires and conflagrations, there was not report to discuss.

X. NEW BUSINESS:

No new business was brought forward.

XI. ITEMS PENDING:

No items currently pending.

XII. GOOD OF THE ORDER:

Office Administrator Cantu shared that the District would be publishing a thank you to the public in the November issue of Our Town.

Vice-President Palmer requested if the Fire District could participate in the Christmas Tree Lighting event this year. Vice-President Palmer reminded that Board and viewers of the First Responder Thank You Parade the coming Saturday.

Lt. Brown shared how proud and grateful he was with the response from volunteers, spouses and the general public for the care packages to the firefighting crews.

Lt. Dandeneau seconded the appreciation from the care packages and the moral boost that it provided to the crews responding to the wildfires. Lt. Dandeneau also stated that additional information would be forthcoming regarding the tree of giving this year.

XIII. ADJOURNMENT:

With no further business to come before the Board, the meeting was adjourned at 8:04 p.m.

Approved this _____ day of _____, 2020.

President

Secretary-Treasurer

Minutes recorded and prepared by Candace Cantu

Silverton Fire District
Board Policy # 203

EMPLOYEE ASSISTANCE PROGRAM

Date Originated: *May 9, 1989*
Revised: *October 9,*
 *2012**September 8,*
 2020
Reviewed: *September 8, 2020*

PURPOSE

The District cares about the health and well-being of its employees both volunteer and career and recognizes that a variety of personal problems can disrupt their personal and work lives. While many employees solve their problems either on their own or with the help of family and friends, sometimes employees need professional assistance and advice.

The District shall provide initial assistance to those employees, both career and volunteer, who require the professional services of a certified counselor or registered psychologist. This may also include members of the employee's immediate family, if such assistance is deemed appropriate by the Fire Chief. Such assistance will ensure that the District's interests are protected, as well as showing the District's concern for the employee's welfare.

PROCEDURE

- ~~A. Upon a request from the employee for such counseling service, the Fire Chief shall assist in making arrangements with a counselor or psychologist of the employee's choice.~~
- ~~B. If the employee does not have a personal choice of counselor or psychologist, the District may make the selection based on availability or District preference.~~
- ~~C. All initial charges for a maximum of four (4) consultations associated with such counseling shall be borne by the District.~~
- ~~D. In cases where "Critical Incident Stress" is, or may be, apparent, the District shall recommend that the employee submit to the services of a counselor or psychologist. "Critical Incident Stress" in this case is a fire service recognized term describing stress from death or serious injuries involving the employee in some manner, and is not necessarily limited to mass casualty incidents.~~
- ~~E. Reasons for requesting such counseling by the employee need not be given to the District.~~

~~F. The EAP is strictly confidential and is designed to safeguard your privacy and rights. Information given to the EAP counselor may be released only if requested by the employee in writing. All counselors are guided by a Professional Code of Ethics.~~

~~G. If the Fire Chief believes it is in the best interest of the district, a counselor or psychologist's release for return to duty may be requested. This in no way shall violate the counselor-patient confidentiality, unless authorized in writing by the employee.~~

RECORDS

~~All records of consultation and counseling shall be maintained by the counselor or psychologist.~~

~~Through the Employee Assistance Program (EAP), the District provides confidential access to professional counseling services for help in confronting such personal problems as alcohol and other substance abuse, marital and family difficulties, financial or legal troubles, and emotional distress. The EAP is available to all employees and their immediate family members offering problem assessment, short-term counseling, and referral to appropriate community and private services.~~

~~Personal information concerning employee participation in the EAP is maintained in a confidential manner. No information related to an employee's participation in the program is entered into the personnel file.~~

~~There is no cost for employees to consult with an EAP counselor. If further counseling is necessary, the EAP counselor will outline community and private services available. The counselor will also let employees know whether any costs associated with private services may be covered by their health insurance plan. Costs that are not covered are the responsibility of the employee.~~

~~Minor concerns can become major problems if you ignore them. No issue is too small or too large, and a professional counselor is available to help you when you need it for either full-time or part-time employees. You may call the EAP directly. EAP services are currently provided by EAP COMPANY NAME and their number is PHONE NUMBER.~~

Silverton Fire District

Board Policy # 502

LOSS PREVENTION & SAFETY

Date Originated: September 12, 1989

Revised: November 11, 2003

Reviewed: September 8, 2020

PURPOSE

~~Silverton Fire District is committed to provide and maintain a safe and healthy work place for its members and the public. We believe that accidents can be prevented and every member is entitled to work under the safest conditions possible.~~

~~Silverton Fire District will make every reasonable effort to promote loss prevention activities, and will provide safe working equipment, necessary personal protection, and in the event of an injury, immediate emergency first aid and medical services.~~

~~It is the responsibility and specific job function of every member, supervisor, administrator and Board Director to provide for a safe and healthy work area, safe equipment and the use of safe work practices. We ask the full cooperation of everyone to share our commitment and integrate loss prevention activities into everyday normal business operations.~~

ASSIGNMENT OF RESPONSIBILITIES

A. GENERAL RESPONSIBILITIES

~~It is the specific responsibility of each member to insure that his or her conduct, work methods and work environment do not create safety hazards for himself/herself, fellow members or the public. All members are asked to cooperate in helping to promote safety and to prevent accidents.~~

~~All hazardous conditions, faulty equipment or unsafe work practices shall be reported to the Fire Chief.~~

~~All accidents and injuries are to be reported immediately to your officer in charge or supervisor. All members are expected to cooperate with any accident investigations and hazard surveys. All requests for occupational safety and health loss prevention assistance will be made to the District's Fire Chief.~~

B. SPECIFIC RESPONSIBILITIES

1. Fire Chief's Duties and Responsibilities

~~The Fire Chief is responsible for the day to day administration of the Silverton Fire District's loss prevention program. The Fire Chief is ultimately responsible for the success or failure of the program, and will be evaluated based on the program results. Specifically, the Fire Chief shall:~~

- ~~a. Implement all necessary loss prevention and risk control policies and programs. These programs will include:
 - ~~• Involvement and accountability for all supervisors and members for loss prevention activities.~~
 - ~~• Hazard assessments and control~~
 - ~~• Accident investigations~~
 - ~~• Personal protective and safety equipment programs~~
 - ~~• Safety training programs~~
 - ~~• Work site evaluations with engineering, ergonomic or administrative controls where possible~~
 - ~~• Claim management and Early Return to Work programs~~~~
- ~~b. Ensure compliance with all local, state and federal safety and health regulations~~
- ~~c. Provide subordinates with the means to ensure compliance with the above~~
- ~~d. Respond to all requests regarding imminent danger and other alleged hazards as soon as possible~~
- ~~e. Review loss data and accident investigation findings; evaluate loss prevention activities with current needs; authorize responsibility for corrective action measures; maintain records~~
- ~~f. Implement and administer a Return to Work program~~
- ~~g. Insure all personnel policies, manuals, job descriptions and job placement practices follow current approved practices~~

~~2. Supervisors/Officers in Charge Duties and Responsibilities~~

~~Supervisors and Officers in Charge have the primary responsibility for implementing the safety and health program. Their efforts will directly affect the success of the program. The supervisor or officer in charge will be held accountable for performing specific loss prevention activities. Specifically, the Supervisor or Officer in Charge shall:~~

- ~~a. Set the model example for safe work procedures, practices and behavior~~

- ~~b. Maintain a safe work environment; enforce safe work procedures and oversee the use of safe equipment and materials~~
- ~~c. Enforce all established District policies, procedures and safety rules; ensure the work group is knowledgeable and complies~~
- ~~d. Conduct orientation training in safe work practices and procedures to all new members; hold follow up sessions in accident prevention, hazard recognition and reporting; actively involve the work group in safety and health issues and problem solving~~
- ~~e. Investigate all accidents to determine cause, contributing factors and necessary corrective action to prevent recurrence; document findings and recommend corrective action; take corrective action as authorized; submit a written investigative report to the Fire Chief within 24 hours~~
- ~~f. Observe member work practices; coach and positively reinforce safe work procedures; take immediate action to correct unsafe practices~~
- ~~g. Conduct regular hazard assessments of the work place, including tools, equipment, physical and chemical hazards; take immediate action to control hazards and items not in compliance with occupational safety and health rules~~
- ~~h. Follow up on all member advisements of safety and health hazards or requests for information; provide feedback to the member on actions taken~~
- ~~i. Communicate safety and health needs to the District Fire Chief~~
- ~~j. Assist with the development of safety rules for the work place~~

~~3. Members Duties and Responsibilities~~

~~Members are responsible for insuring their conduct, work methods and specific work environment do not create safety hazards for themselves, fellow members or the public. All members are expected to carry out established policies, procedures and health and safety prevention programs. Specifically, each member shall:~~

- ~~a. Report all accidents, injuries and near misses immediately to your supervisor or officer in charge, regardless of severity. If the supervisor/officer in charge is not available, all injuries, other than those classified as life threatening, must be reported to the Fire Chief before medical treatment is sought.~~

- ~~b. Report all hazardous conditions and unsafe work practices immediately to your supervisor/officer in charge, and if possible, correct hazardous conditions~~
- ~~c. Be knowledgeable of, and observe safe work procedures and precautions; follow all safety rules, regulations and policies~~
- ~~d. Assist the supervisor/officer in charge in accident investigations so that causes and contributing factors can be determined and corrective action taken to prevent future occurrences~~
- ~~e. Report to work and remain free from the influences of alcohol or drugs while on duty or On-call status~~
- ~~f. Avoid horseplay and mischief, as these actions may cause injury or property damage~~
- ~~g. Help support and promote health and safety in the work environment~~

~~4. Safety Committee~~

~~The safety committee is responsible for reviewing accidents, acting on member safety suggestions, and to promote a safe and healthy work environment. The committee will consist of members in a joint member-staff group. This committee has authority to take corrective action and to make loss prevention recommendations.~~

~~The committee will meet on a regular basis and have written minutes for review by the Fire Chief. The minutes will be posted so that any member may review them. Committee members should be appointed on a rotating basis. Specific duties may include:~~

- ~~a. Review all reported accidents, near miss incidents and accident investigation reports~~
- ~~b. Recommend and assign corrective action where authorized~~
- ~~c. Conduct hazard inspections~~
- ~~d. Study current accident trends and issues; contribute loss prevention recommendations to improve the health and safety of the work environment~~
- ~~e. Provide input, and support policies, safety rules and procedures~~
- ~~f. Perform other duties as assigned by the Fire Chief~~

The safety and health of all volunteers, fulltime paid staff and members of the Board of Directors are a shared goal of all who work for this district. The district's policy is that all volunteers, fulltime paid staff and members of the Board of Directors share responsibility for taking reasonable steps to engender a safe and healthful workplace.

The district has a safety committee consisting of volunteers and fulltime paid staff. The goal of the committee is to assist in identifying hazards and unsafe work practices, mitigating obstacles to accident prevention, and evaluating the district's safety program.

The district expects all volunteers, fulltime paid staff and members of the Board of Directors to participate in the following LCP efforts by:

- Striving to achieve zero accidents and injuries;
- Taking reasonable steps to improve safety and health policies and procedures at the district;
- Assisting loss control efforts aimed at identifying and mitigating industrial hygiene and/or safety hazards;
- Identifying reasonable and appropriate mechanical and physical safeguards;
- Conducting reasonable safety and health inspections;
- Training workers as needed in safe work practices and procedures;
- Identifying and providing personal protective equipment (PPE) as appropriate to specific job tasks and training employees in proper care and use of PPE;
- Using appropriate PPE;
- Reporting hazards, unsafe work conditions, and on the job near misses/accidents;
- Assisting in the investigation into the cause of on the job injuries, and in the identification of reasonable methods to prevent similar occurrences;
- Supervising workers in safe work practices
- Enforcing applicable safe work rules
- Disciplining and retraining workers that fail to work safely
- Participating in and supporting safety committee activities
- Reviewing the district's safety and health program annually or as needed

Because Board Policies is used administratively, i.e.: purchasing, budgeting, health care benefits, etc., they do not address the bullet points as listed in this Loss Control Program. Operational Guidelines have been established to ensure that the Loss Control Program is followed. These Operational Guidelines are periodically reviewed and changes are made if needed or required by local, state or federal law.

Accounts Payable

Checks by Date - Detail by Check Date

User: candace
 Printed: 11/3/2020 2:05 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
35334	010185	CARDMEMBER SERVICE	10/14/2020	
	2503	ICE		2.99
	2503	(COVID-19) ZOOM SUBSCRIPTION		14.99
	2503	BATTERIES FOR HEADLAMPS		15.78
	2503	TOILETRIES FOR CONFLAG		35.91
	2503	AIR FILTERS		122.29
	3141	(WILDFIRE 2020) FUEL C482		53.60
	3725	(WILDFIRE 2020) COOLER ASSEMBLY B437		893.60
	4845	(WILDFIRE 2020) MOTOR FOR SIDEWINDE		353.81
	4845	(WILDFIRE 2020) B437 GRILL		258.65
	5311	MEAL BEACHIE CREEK CONFLAG		10.19
	8105	(WILDFIRE 2020) TOWELS FOR TASK FORC		129.50
	8105	(WILDFIRE 2020) LUNCH FOR RESPONDIN		49.93
	8105	(WILDFIRE 2020) WATER		80.00
	8105	UNIFORM PANT		52.99
	8105	(COVID-19) ZOOM SUBSCRIPTION		14.99
	9000	HELMET D. BROWN		85.82
	9000	BUNS		15.56
Total for Check Number 35334:				2,190.60
35335	010172	CARSON OIL COMPANY	10/14/2020	
	CP00276157	FUEL FOR 411		134.29
	CP00276157	FUEL FOR 414		8.65
	CP00276157	FUEL FOR 411		19.12
	CP00276157	FUEL FOR 482		94.35
	CP00276157	FUEL FOR 432		106.17
	CP00276157	FUEL FOR 412		32.78
	CP00276157	FUEL FOR 419		45.58
	CP00276157	FUEL FOR 401		29.03
	CP00276157	FUEL FOR 402		17.79
	CP00276157	FUEL FOR 421		26.21
Total for Check Number 35335:				513.97
35336	096998	CITY OF SILVERTON	10/14/2020	
	5.05070.0	WATER USAGE AT STAT. 1 9/22		295.96
	5.05071.0	WATER USAGE STAT. 1 MAINT BAY 9/22		48.99
	5.05072.6	WATER USE: STAT. 1 SPRINKLERS 9/22		532.44
Total for Check Number 35336:				877.39
35337	015500	DE LAGE LANDEN	10/14/2020	
	69705533	COPIER LEASE PAYMENT 10/15-11/14		231.00
Total for Check Number 35337:				231.00
35338	015880	DEPT. OF MOTOR VEHICLES	10/14/2020	
	59373995	(2) DMV REPORT FEE		6.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 35338:	6.00
35339	033000 AIE13165	GOVERNMENT ETHICS COMMISION ANNAUL ETHIC COMMISSION 7/2020-6/202	10/14/2020	548.87
			Total for Check Number 35339:	548.87
35340	097300	HI-SCHOOL PHARMACY #1178	10/14/2020	24.99
	SILFIRED	(WILDFIRE 2020) FLOOR CLEANER		23.94
	SILFIRED	(WILDFIRE 2020) HYDROCORTISONE/STIN		10.68
	SILFIRED	HARDWARE		29.98
	SILFIRED	TOTES		8.99
	SILFIRED	INNER TUBE		49.90
	SILFIRED	(WILDFIRE 2020) AIR FILTERS		117.97
	SILFIRED	SHOWER CURTAINS		22.77
	SILFIRED	SALT PELLETS STA. 8		12.99
	SILFIRED	VELCRO		9.98
	SILFIRED	(WILDFIRE 2020) AIR FILTERS		1.49
	SILFIRED	HARDWARE		
			Total for Check Number 35340:	313.68
35341	057000 9307886108	LAWSON PRODUCTS HARDWARE FOR 423,437,482	10/14/2020	558.18
			Total for Check Number 35341:	558.18
35342	065838 142554	MARION ENVIRONMENTAL SERV. BIO BOX/BAGS	10/14/2020	22.75
			Total for Check Number 35342:	22.75
35343	120185 1	MARK ZEITZER QTRLY PAYMENT JUL-SEP 2020	10/14/2020	125.00
			Total for Check Number 35343:	125.00
35344	073800 2980399	NW NATURAL STAT. 1 SERVICE DATES 9/3-10/5	10/14/2020	43.97
			Total for Check Number 35344:	43.97
35345	080480 201623	PACIFIC REFLEX SIGNS REFLECTIVE HELMET STICKER	10/14/2020	65.15
			Total for Check Number 35345:	65.15
35346	6091843 362213P	PETERSON TRUCKS INC. WILDFIRE 2020) SIDE MIRROR 425	10/14/2020	830.05
			Total for Check Number 35346:	830.05
35347	092090 0456003033279 0456003034436	REPUBLIC SERVICES #456 STAT. 1 GARBAGE SERV. 9/1-9/30 STAT. 8 GARBAGE SERV. 9/1-9/30	10/14/2020	182.25 30.14
			Total for Check Number 35347:	212.39
35348	036145 1 2	RICHARD HEUCHERT MEAL PER DIEM FOR SLATER CONFLAG. MEAL PER DIEM FOR SLATER CONFLAG.	10/14/2020	41.25 55.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 35348:	96.25
35349	094000	ROTH'S FRESH MARKETS	10/14/2020	
	242525	RADIO TOWER WATER FOR BATTERY		1.59
	610116	(WILDFIRE 2020) GROCERY FOR WILDFIRI		56.00
	610117	(WILDFIRE 2020) GATORADE FOR WILDFIRI		120.00
	82078	(WILDFIRE 2020) GROCERY FOR WILDFIRI		34.17
			Total for Check Number 35349:	211.76
35350	096976	SILVER CREEK AUTO PARTS, INC.	10/14/2020	
	21570	PLUG TAP		6.82
	21570	(WILDIRE 2020) WASH MITT & WASH		19.67
	21570	BACKUP ALARM 423		30.01
	21570	(WILDIRE 2020) FILTERS STA. 8 GENERATC		34.69
	21570	(WILDIRE 2020) BATTERIES STA. 1 GENER.		425.98
	21570	MERCHANDISE RETURN CREDIT		-115.04
	21570	PRESSURE SWITCH 418		64.34
	21570	VINYL CLEANER		20.22
	21570	SWITCHES FOR 482		52.89
	21570	RELAY 418		32.64
	21570	SWITCH 418		61.66
	21570	TRANSMISSION 428		38.56
	21570	DISCONNECTS		123.32
	21570	FUEL FILTER 437		43.59
	21570	MERCHANDISE RETURN CREDIT		-19.17
	21570	PREMIX		90.04
	21570	OIL FILTER 437		17.36
	21570	(WILDIRE 2020) BATTERY FOR GENERATO		74.68
	21570	(WILDIRE 2020) EXHAUST FLUID		44.92
	21570	(WILDIRE 2020) STRAPS		25.26
	21570	(WILDIRE 2020) WEATHER STRIP 482		22.77
	21570	FUSES, CONNECTORS		32.56
	21570	(WILDIRE 2020) VEHICILE CARE 482		56.41
	21570	REMOTE START WIRE 437		33.39
	21570	(WILDIRE 2020) AIR FILTERS 405,4115,485		382.09
			Total for Check Number 35350:	1,599.66
35351	112450	TENNYSON CARLOW	10/14/2020	
	2606	UNIFORM SHIRT SCREEN PRINTING		480.00
			Total for Check Number 35351:	480.00
35352	6091875	URIEL CRUZ JUAREZ	10/14/2020	
	1	RV BOOK REIMB. FALL TERM		83.93
			Total for Check Number 35352:	83.93
35353	112435	VERIZON WIRELESS	10/14/2020	
	9864046364	STA. 8 IPAD SERV.: 10/2-11/1		40.01
	9864046364	AC IPAD SERV.: 10/2-11/1		40.01
	9864046364	I. PETERSON CELL SERV.: 10/2-11/1		43.70
	9864046364	B. MILES CELL SERV.: 10/2-11/1		43.70
	9864046364	C. CANTU CELL SERV.: 10/2-11/1		43.70
	9864046364	M. HUGHES CELL SERV.: 10/2-11/1		43.70
	9864046364	B. PILMORE CELL SERV.: 10/2-11/1		43.70
	9864046364	R. HEUCHERT CELL SERV.: 10/2-11/1		43.70
	9864046364	E. GRAMBUSCH CELL SERV.: 10/2-11/1		43.70
	9864046364	STA. 1 IPAD SERV.: 10/2-11/1		40.01

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	9864046364	CHIEF IPAD SERV.: 10/2-11/1		40.01
			Total for Check Number 35353:	465.94
35354	119000	WILCO	10/14/2020	
	6719963	(WILDFIRE 2020) FLAGGING TAPE		13.34
	6720643	(WILDFIRE 2020) NIPPLES FOR NOZZLES 4		8.94
			Total for Check Number 35354:	22.28
35355	034015	ZIPLY FIBER	10/14/2020	
	0123955	PHONE SERV. STA. 9: 9/25-10/24		48.58
	0621935	PHONE SERV. STA. 3: 9/25-10/24		48.58
	0628855	PHONE SERV. STA. 1:9/25-10/24		301.62
	0712915	PHONE SERV. STA. 2: 9/25-10/24		51.75
	0901685	PHONE SERV. STA. 8: 9/25-10/24		67.79
	1102045	RADIO LINE SERV: 9/25-10/24		1.67
			Total for Check Number 35355:	519.99
			Total for 10/14/2020:	10,018.81
35356	001098 10625	ADVANCE DESIGN SYSTEMS, INC. IT SUPPORTWORKSTATION/SERVER	10/28/2020	100.00
			Total for Check Number 35356:	100.00
35357	010172	CARSON OIL COMPANY	10/28/2020	
	CP00279206	FUEL FOR 432		215.27
	CP00279206	FUEL FOR 402		58.44
	CP00279206	FUEL FOR 421		24.15
	CP00279206	FUEL FOR 413		18.47
	CP00279206	FUEL FOR 401		35.29
	CP00279206	FUEL FOR 414		29.11
	CP00279206	FUEL FOR 411		28.95
	CP00279206	FUEL FOR 412		61.21
	CP00279206	FUEL FOR 437		19.40
	CP00279206	FUEL FOR 482		158.52
	IN516490	BULK DIESEL 61 @ 1.6568 EA STA. 8		101.07
			Total for Check Number 35357:	749.88
35358	011009 3810	CLACKAMAS COUNTY FIRE DISTRICT (WILDFIRE 2020) AIR COOLER REPAIR B43	10/28/2020	147.73
			Total for Check Number 35358:	147.73
35359	012820 000111890300548	COSTCO (2) MEMBERSHIP RENEWAL	10/28/2020	120.00
			Total for Check Number 35359:	120.00
35360	032005 255928	G & G AUTO CARE SUPPLY, INC. (WILDFIRE 2020) SMOKE & ODOR SCRUB	10/28/2020	126.82
			Total for Check Number 35360:	126.82
35361	033975 9682023610 9682204095	GRAINGER PLUMBING PARTS FOR RR BATTERIES FOR STOCK	10/28/2020	54.54 34.56

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	9682204095	PLUMBING PARTS FOR RR		15.56
			Total for Check Number 35361:	104.66
35362	035075 1	HRA VEBA TRUST YA462 HRA/VEBA: OCT	10/28/2020 PR Batch 00002.10.2020 YA4	780.00
			Total for Check Number 35362:	780.00
35363	6091837 1 2 3	IAFF LOCAL 1159 IAFF PAC FUND: OCT LOCAL PAC FUND: OCT LOCAL 1159 DUES: OCT	10/28/2020 PR Batch 00002.10.2020 IAF PR Batch 00002.10.2020 LOC PR Batch 00002.10.2020 LOC	6.27 6.27 271.08
			Total for Check Number 35363:	283.62
35364	6091894 1	JOSEPH HUGHES REIMB. TO CHAPLIN ACADEMY	10/28/2020	350.00
			Total for Check Number 35364:	350.00
35365	6091891 438601	KILLERS PEST CONTROL SALEM PES CONTROL SERVICES FOR 9/31	10/28/2020	145.00
			Total for Check Number 35365:	145.00
35366	091893 IN0604900 IN0604900	LIFEMAP ASSURANCE CO. AD&D/LIFE INS. EMPLOYER CONTIB: NOV LIFEMAP: EMPLOYEE CONTRIB.: NOV	10/28/2020 PR Batch 00002.10.2020 LIF1 PR Batch 00002.10.2020 LIF1	49.30 46.25
			Total for Check Number 35366:	95.55
35367	072925 2020211107	METCOM 9-1-1 DISPATCH SERV. FEE FOR NOV	10/28/2020	6,777.09
			Total for Check Number 35367:	6,777.09
35368	098950 05043277	OREGON EMPLOYMENT TAX QTR 3 UNEMPLOYEMENT PAYMENT	10/28/2020	72.74
			Total for Check Number 35368:	72.74
35369	6091868 31704	OREGON SEWER & DRAIN (WILDFIRE 2020) PORTLABLE UNITS & SEI	10/28/2020	266.00
			Total for Check Number 35369:	266.00
35370	032055 12298	PACIFIC NORTHWEST EMERGENCY E (WILDFIRE 2020) FENDER FLARE FOR T415	10/28/2020	356.00
			Total for Check Number 35370:	356.00
35371	083200 0074320000 2603340000 3700411000 5974190000 8950420000	PORTLAND GENERAL ELECTRIC STAT. 8 ELECTRIC SERV. 9/4-10/6 STAT. 1 ELECTRIC SERV. 9/4-10/6 STAT. 3 ELECTRIC SERV. 9/4-10/6 STAT. 9 ELECTRIC SERV. 9/4-10/6 STAT. 2 ELECTRIC SERV. 9/4-10/6	10/28/2020	137.56 939.80 46.79 26.05 34.46
			Total for Check Number 35371:	1,184.66
35372	190401 1	SDAO 2020 MEMBERSHIP DUES	10/28/2020	2,528.96

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 35372:	2,528.96
35373	098720	SDIS	10/28/2020	
	03-0052823	COBRA PREMIUM C. MILES: NOV		755.31
	03-0052823	COBRA PREMIUM G. JENSEN: NOV		1,396.51
	03-0052823	MEDICAL: EMPLOYEE CONTRIB.: NOV	PR Batch 00002.10.2020 MEI	789.00
	03-0052823	MEDICAL: EMPLOYER CONTRIB.: NOV	PR Batch 00002.10.2020 MEI	7,100.97
	03-0052823	LTD: EMPLOYER CONTRIB. : NOV	PR Batch 00002.10.2020 LTD	175.14
			Total for Check Number 35373:	10,216.93
35374	027039 930943	SUN LIFE FINANCIAL 930943 LIFE INS. PREMIUM: NOV	10/28/2020	527.33
			Total for Check Number 35374:	527.33
35375	107550 72020382908	UL LLC ANNUAL AERIAL TESTING L408	10/28/2020	1,545.00
			Total for Check Number 35375:	1,545.00
35376	211619 16A6X1420	UPS POSTAGE FEE FOR AIR SAMPLE	10/28/2020	10.21
			Total for Check Number 35376:	10.21
35377	010700	VOYA-OSGP	10/28/2020	
	1	OSGP CONTRIB FOR: 8807		100.00
	2	OSGP CONTRIB FOR: 2738		200.00
	3	OSGP CONTRIB FOR: 2427		2,166.00
	4	OSGP CONTRIB FOR: 1314		2,166.50
			Total for Check Number 35377:	4,632.50
			Total for 10/28/2020:	31,120.68
			Report Total (44 checks):	41,139.49

General Ledger

Expense vs Budget with Encumbrances

User: candace

Printed: 11/03/20 02:05:48

Period 01 - 02

Fiscal Year 2020

Account Number	Description	Budget	End Bal	Available	% Available
25-1-51001	PERSONNEL	\$ 455,000.00	\$ 73,812.56	\$ 381,187.44	83.78%
25-1-51002	EXTRA PERSONNEL	\$ 1,500.00	\$ -	\$ 1,500.00	100.00%
25-1-51003	WORKERS COMP COVERAGE	\$ 26,000.00	\$ 18,637.56	\$ 7,362.44	28.32%
25-1-51004	SOCIAL SECURITY	\$ 45,000.00	\$ 7,007.59	\$ 37,992.41	84.43%
25-1-51005	GROUP HEALTH INSURANCE	\$ 126,300.00	\$ 17,551.06	\$ 108,748.94	86.10%
25-1-51006	GROUP LIFE INSURANCE	\$ 15,000.00	\$ 2,366.47	\$ 12,633.53	84.22%
25-1-51007	PERS	\$ 130,000.00	\$ 20,312.33	\$ 109,687.67	84.38%
25-1-51008	UNEMPLOYMENT INSURANCE	\$ 1,200.00	\$ -	\$ 1,200.00	100.00%
25-1-51009	OVERTIME	\$ 35,000.00	\$ 2,386.45	\$ 32,613.55	93.18%
25-1-51010	VOLUNTEERS	\$ 70,000.00	\$ 14,142.50	\$ 55,857.50	79.80%
25-1-51012	MEDICAL SAVINGS PLAN	\$ 10,500.00	\$ 1,820.00	\$ 8,680.00	82.67%
25-1-51013	DIRECTORS EXPENSES	\$ 600.00	\$ 150.00	\$ 450.00	75.00%
	PAYROLL RELATED EXP	\$ 916,100.00	\$ 158,186.52	\$ 757,913.48	82.73%
25-1-61001	OFFICE SUPPLIES	\$ 3,500.00	\$ 360.49	\$ 3,139.51	89.70%
25-1-61002	DUES AND SUBSCRIPTIONS	\$ 8,500.00	\$ 2,095.50	\$ 6,404.50	75.35%
25-1-61003	CONTRACT SERVICES	\$ 18,000.00	\$ 1,119.00	\$ 16,881.00	93.78%
25-1-61004	TELEPHONE	\$ 16,000.00	\$ 2,425.43	\$ 13,574.57	84.84%
25-1-61005	POSTAGE AND FREIGHT	\$ 1,500.00	\$ 19.61	\$ 1,480.39	98.69%
25-1-61006	UTILITIES	\$ 32,000.00	\$ 3,460.12	\$ 28,539.88	89.19%
25-1-61007	ELECTION EXPENSES	\$ 4,000.00	\$ 4,654.62	\$ (654.62)	-16.37%
25-1-61008	BUILDING MAINT./JANITORIAL	\$ 15,000.00	\$ 886.84	\$ 14,113.16	94.09%
25-1-61009	LGIP FEES	\$ 150.00	\$ 0.15	\$ 149.85	99.90%
25-1-61011	ANNUAL AUDIT	\$ 8,000.00	\$ 4,000.00	\$ 4,000.00	50.00%
25-1-61012	EMPLOYEE RECOGNITION	\$ 2,500.00	\$ -	\$ 2,500.00	100.00%
25-1-61013	RECRUITING EXPENSE	\$ 1,500.00	\$ -	\$ 1,500.00	100.00%
25-1-61014	TRAINING SUPPLIES	\$ 2,000.00	\$ -	\$ 2,000.00	100.00%
25-1-61015	TRAINING EXPENSE	\$ 25,000.00	\$ 2,880.00	\$ 22,120.00	88.48%
25-1-61016	CONFERENCE EXPENSE	\$ 8,500.00	\$ -	\$ 8,500.00	100.00%
25-1-61017	SHOP EXPENSE	\$ 3,000.00	\$ 188.51	\$ 2,811.49	93.72%
25-1-61018	EMS SUPPLIES	\$ 3,000.00	\$ 676.65	\$ 2,323.35	77.45%
25-1-61019	INSURANCE	\$ 46,000.00	\$ -	\$ 46,000.00	100.00%
25-1-61021	TRAVEL EXPENSE	\$ 5,000.00	\$ -	\$ 5,000.00	100.00%
25-1-61022	EQUIPMENT MAINTENANCE	\$ 6,500.00	\$ 746.94	\$ 5,753.06	88.51%
25-1-61023	UNIFORM ALLOWANCE	\$ 8,000.00	\$ 673.15	\$ 7,326.85	91.59%
25-1-61024	FUELS AND LUBRICANTS	\$ 30,000.00	\$ 4,780.21	\$ 25,219.79	84.07%
25-1-61025	RURAL ADDRESSING	\$ 750.00	\$ 168.20	\$ 581.80	77.57%
25-1-61026	RADIO MAINTENANCE	\$ 12,000.00	\$ 949.54	\$ 11,050.46	92.09%
25-1-61027	COMPUTER MAINTENANCE	\$ 6,000.00	\$ 240.00	\$ 5,760.00	96.00%
25-1-61031	LEGAL SERVICES	\$ 20,000.00	\$ 2,401.50	\$ 17,598.50	87.99%
25-1-61032	FIREFIGHTING CHEMICALS	\$ 1,200.00	\$ -	\$ 1,200.00	100.00%
25-1-61033	APPLIANCES	\$ 4,500.00	\$ 3,404.00	\$ 1,096.00	24.36%
25-1-61037	ADMINISTRATION SERVICES	\$ 7,500.00	\$ 188.44	\$ 7,311.56	97.49%
25-1-61042	SAFETY/PROTECTIVE CLOTHING	\$ 5,000.00	\$ 417.05	\$ 4,317.55	86.35%
25-1-61044	SMALL TOOLS AND EQUIPMENT	\$ 8,500.00	\$ 1,860.62	\$ 6,639.38	78.11%
25-1-61045	HAZMAT SUPPLIES	\$ 500.00	\$ -	\$ 500.00	100.00%

Account Number	Description	Budget	End Bal	Available	% Available
25-1-61050	DISPATCH SERVICES	\$ 77,000.00	\$ 19,214.07	\$ 57,785.93	75.05%
25-1-61055	MEDICAL MEMBERSHIPS	\$ 7,500.00	\$ 3,450.00	\$ 4,050.00	54.00%
25-1-61056	HEALTH AND WELFARE	\$ 10,000.00	\$ 1,014.59	\$ 8,985.41	89.85%
25-1-61057	VEHICLE MAINTENANCE	\$ 28,000.00	\$ 1,504.14	\$ 26,495.86	94.63%
25-1-61060	MAJOR FIRE LOSS EXPENSE	\$ 300.00	\$ -	\$ 300.00	100.00%
25-1-61063	GRANT EXPENDITURES	\$ 451,790.00	\$ -	\$ 451,790.00	100.00%
25-1-61064	EQUIPMENT TESTING	\$ 12,000.00	\$ -	\$ 12,000.00	100.00%
25-1-61065	SCBA MAINTENANCE	\$ 2,500.00	\$ 57.60	\$ 2,442.40	97.70%
25-1-61066	INVESTIGATIONS	\$ 500.00	\$ -	\$ 500.00	100.00%
25-1-61067	STATION 2 GRANT EXPENSE	\$ -	\$ -	\$ -	0.00%
25-1-61068	STATION 3 GRANT EXPENSE	\$ -	\$ -	\$ -	0.00%
25-1-61069	STATION 9 GRANT EXPENSE	\$ -	\$ -	\$ -	0.00%
25-1-61070	CONFLAGRATION EXPENSES	\$ 1,200.00	\$ 19.81	\$ 1,180.19	98.35%
25-1-61092	FIRE PREVENTION SUPPLIES	\$ 1,500.00	\$ -	\$ 1,500.00	100.00%
25-1-61093	FIRE PREVENTION	\$ 1,500.00	\$ 223.03	\$ 1,276.97	85.13%
25-1-61094	HEALTH/MEDICAL	\$ 14,000.00	\$ -	\$ 14,000.00	100.00%
25-1-61095	PROTECTIVE EQUIP MAINT	\$ 4,000.00	\$ 650.17	\$ 3,349.83	83.75%
25-1-95023	TRANSFER TO	\$ -	\$ -	\$ -	0.00%
	MATL SUPP & EXP	\$ 925,390.00	\$ 64,729.98	\$ 860,394.62	92.98%
25-1-71001	PROPERTY IMPROVEMENTS MAJOR	\$ 25,000.00	\$ 2,000.00	\$ 23,000.00	92.00%
25-1-71002	PROTECTIVE EQUIPMENT	\$ 20,000.00	\$ 1,439.37	\$ 13,898.43	69.49%
25-1-71003	MAJOR EQUIPMENT	\$ 8,000.00	\$ -	\$ 8,000.00	100.00%
25-1-71004	COMMUNICATION EQUIPMENT	\$ 10,000.00	\$ 302.75	\$ 9,697.25	96.97%
25-1-71010	EQUIPMENT REPLACEMENT	\$ 6,755.00	\$ 151.97	\$ 6,603.03	97.75%
25-1-71015	HOSE REPLACEMENT	\$ 10,000.00	\$ -	\$ 10,000.00	100.00%
25-1-71138	COMPUTER EXPENSE	\$ 12,000.00	\$ 292.70	\$ 11,707.30	97.56%
25-1-71139	TRAINING EQUIPMENT	\$ 6,000.00	\$ 1,038.96	\$ 4,961.04	82.68%
25-1-71140	LEASE EXPENSE	\$ -	\$ -	\$ -	0.00%
	CAPITAL OUTLAY	\$ 97,755.00	\$ 5,225.75	\$ 87,867.05	89.88%
25-1-90001	CONTINGENCIES	\$ 100,000.00	\$ -	\$ 100,000.00	100.00%
	CONTINGENCY	\$ 100,000.00	\$ -	\$ 100,000.00	100.00%
25-5-92006	ENDING FUND BALANCE	\$ 675,000.00	\$ -	\$ 675,000.00	100.00%
	UNAPPROPRIATED	\$ 675,000.00	\$ -	\$ 675,000.00	100.00%
25-1-91025	TRANSFER OUT (FUND 24)	\$ 14,000.00	\$ -	\$ 14,000.00	100.00%
25-1-91026	TRANSFER OUT (FUND 29)	\$ 105,000.00	\$ -	\$ 105,000.00	100.00%
25-1-91027	TRANSFER OUT (FUND 31)	\$ 75,000.00	\$ -	\$ 75,000.00	100.00%
25-1-91028	TRANSFER OUT (FUND 22)	\$ -	\$ -	\$ -	0.00%
	TRANSFER OUT	\$ 194,000.00	\$ -	\$ 194,000.00	100.00%
25-1-93001	LEASE PRINCIPAL	\$ 48,306.00	\$ -	\$ 48,306.00	100.00%
25-1-93002	LEASE INTEREST	\$ 5,171.00	\$ -	\$ 5,171.00	100.00%
	DEBT SERVICE	\$ 53,477.00	\$ -	\$ 53,477.00	100.00%
Expense Total		\$ 2,961,722.00	\$ 228,142.25	\$ 2,728,652.15	92.13%

BANK ACCOUNT BALANCE COMPARISON

<u>August 31, 2019</u>		<u>August 31, 2020</u>	
Columbia Bank Checking	\$ 41,429.06	Columbia Bank Checking	\$ 144,601.54
Columbia Bank MM	\$ 193,343.56	Columbia Bank MM	\$ 125,045.43
Local Gov't Pool	\$ 1,357,055.28	Local Gov't Pool	\$ 1,335,638.64
Sub Total	\$ 1,591,827.90	Sub Total	\$ 1,605,285.61
OPERATING BUDGET AHEAD \$13,457.71			
2015 Bond	\$ 293,019.04	2015 Bond	\$ 113,610.76
Grand Total	\$ 1,884,846.94	Grand Total	\$ 1,718,896.37
OVERALL AHEAD -\$165,950.57			

<u>September 30, 2019</u>		<u>September 30, 2020</u>	
Columbia Bank Checking	\$ 59,314.65	Columbia Bank Checking	\$ 243,380.76
Columbia Bank MM	\$ 198,825.19	Columbia Bank MM	\$ 133,419.82
Local Gov't Pool	\$ 1,216,944.06	Local Gov't Pool	\$ 1,041,204.35
Sub Total	\$ 1,475,083.90	Sub Total	\$ 1,418,004.93
OPERATING BUDGET AHEAD -\$57,078.97			
2015 Bond	\$ 294,955.34	2015 Bond	\$ 113,620.38
Grand Total	\$ 1,770,039.24	Grand Total	\$ 1,531,625.31
OVERALL AHEAD -\$238,413.93			

<u>October 31, 2019</u>		<u>October 31, 2020</u>	
Columbia Bank Checking	\$ 159,939.75	Columbia Bank Checking	\$ 159,470.41
Columbia Bank MM	\$ 102,575.14	Columbia Bank MM	\$ 134,438.54
Local Gov't Pool	\$ 1,122,327.06	Local Gov't Pool	\$ 945,049.35
Sub Total	\$ 1,384,841.95	Sub Total	\$ 1,238,958.30
OPERATING BUDGET AHEAD -\$145,883.65			
2015 Bond	\$ 290,306.07	2015 Bond	\$ 113,629.69
Grand Total	\$ 1,675,148.02	Grand Total	\$ 1,352,587.99
OVERALL AHEAD -\$322,560.03			

2020 3rd Quarter Wednesday Evening Drill Participation

Data used for this report is rendered from the number of current active personnel on our roll sheets (67 as of this writing) divided by the number of personnel that attended drill night.

Additional information; normally, our drill nights follow a consistent training activity schedule as listed below:

- 1st Wed. Safety Committee, Apparatus Inspections, EMS Related Topic
- 2nd Wed. Officer's Meeting, Apparatus Inspections, Association Meetings
- 3rd Wed. Apparatus Inspections, Fire Related Topic
- 4th Wed. Apparatus Inspections, Fire Related Topic
- 5th Wed. When fifth Wednesdays are present in the month, Officer or specialty training is given

In addition to the activities listed above, support service members conduct training that may not be related to the primary topic.

Please keep in mind that COVID-19, Conflagrations and local wildfire may have skewed this data as compared to previous reports and/or years.

July	# of Personnel Attending Drill	Percentage Amount	Primary Topic
1 st Wed.	20	32%	Wildland Fire (July 4 th Holiday Week; Optional Drill)
2 nd Wed.	30	48%	2 nd Wed. Activities (listed above)
3 rd Wed.	19	30%	Self-Contained Breathing Apparatus (SCBA) Work
4 th Wed.	29	46%	Firefighter Survival Skills Part 1
5 th Wed.	40	40%	Firefighter Survival Skills Part 2

August	# of Personnel Attending Drill	Percentage Amount	Primary Topic
1 st Wed.	40	63%	Trauma
2 nd Wed.	NA	NA	No Drill
3 rd Wed.	14	22%	Rescue
4 th Wed.	19	30%	Rescue

September	# of Personnel Attending Drill	Percentage Amount	Primary Topic
1 st Wed.	20	32%	Misc. Activities
2 nd Wed.	NA	NA	No Drill
3 rd Wed.	NA	NA	No Drill
4 th Wed.	NA	NA	No Drill
5 th Wed.	10	16%	NA

2020 3rd Quarter Additional Training Conducted (Other than Wed. Drill Nights)

This additional training is training received by personnel beyond regular Wed. night drills. This training is completed by personnel on their own volition and interest in becoming more educated and skilled.

July

Topic	# of Hours
Fire Explorer Drill - Forcible Entry, Promotional Process, Fire Protection Systems, SCBA	9
Hazardous Materials	1
Total	10

August

Topic	# Hours
Fire Explorer Drill – Business meeting, SCBA	6
EMS	1
Academy	21
Driver Training	4
Aerial Operations	2
Fire Officer Development	1
	1
Total	36

September

Topic	# of Hours
Apparatus Systems	2
Aerial Operations	3
Fire Explorer Drill – EMS,	6
FF I Academy	48
Total	59

2020 3rd Quarter Public Education, Public Assistance, and Volunteer Work Detail Events

Public education and public assistance events can include many different functions; school assemblies, first Fridays, installing smoke alarms and batteries, School Sports EMS Standby etc. Work Details are when a volunteer(s) helps with maintenance, cleaning, etc.

July

Event	# of Events	# of Hours
Work Details	12	19
Totals		19

August

Event	# of Events	# of Hours
Work Details	7	13
Totals		13

September

Event	# of Events	# of Hours
Work Details	12	42.5
Totals		42.5

Calls for Service Comparison
 January through September 2019
 And
 January through September 2020

2019	# of Calls	2020	# of Calls	% Difference
Fire	50	Fire	66	+32%
EMS	467	EMS	341	-26%
Hazardous Cond.	43	Hazardous Cond.	34	-21%
Service Call	105	Service Call	110	+5%
Good Intent	177	Good Intent	171	-3%
False Alarm	51	False Alarm	44	-14%
Severe Weather	2	Severe Weather	2	0%
Special Incident	4	Special Incident	1	-75%
Totals	899	Totals	769	-14%



SILVERTON FIRE DISTRICT

***** MEMORANDUM *****

November 5, 2020

TO: Board of Directors

FROM: Chief Miles

SUBJECT: Board Policies

There are several Board Policies that should be eliminated because they do not address Board administrative and/or legislative oversight of the Fire District through the Fire Chief. These Board Policies also duplicate information found in Operational Guidelines and the membership handbook that specifically address these topics. Duplication can cause confusion as well as additional work needed to keep duplicated documents current. The list below will outline those policies that should be eliminated and will have a short detail for the justification of the removal.

401 Communicable Disease

The communicable disease policy addresses bloodborne and airborne diseases that are likely to be encountered in the field which is operational in nature. It also details the procedure used to report and receive treatment when exposed to a communicable disease. There is an established O.G. that addresses communicable diseases and the procedure for training, prevention and exposure. This O.G. complies with OR-OSHA requirements for this topic. Based on this information, we recommend that Policy 401 be rescinded.

403 Substance Abuse

Substance abuse is addressed in the District membership handbook. This part of the handbook includes; substance abuse scope, definitions, consequences, pre-employment testing as well as post-accident testing, etc. The handbook complies with all applicable laws pertaining to this topic. Based on this information, we recommend that Policy 403 be rescinded.

501 Law Enforcement Liaison

This Board Policy addresses multiple different aspects of interaction with Law Enforcement on calls for service. Regardless of the operational situation(s), the liaison process with law enforcement, public works, utilities, etc. is multi-faceted and is directly addressed in several O.G.'s as well as being defined in the National Incident Management System (NIMS). Based on this information, we recommend that Policy 501 be rescinded.

503 Hazard Communication

Hazard Communications deals with the numerous chemicals that a member of the Fire District could potentially come into contact with during the course of their duties. The Fire District has an O.G. that details the training required for hazard communications, and how members can access information on the effects of these chemicals. This O.G. complies with OR-OSHA requirements for this topic. Based on this information, we recommend that Policy 503 be rescinded.

504 Fire Company Warning Lights

The past practice of the Fire District was to allow volunteers to have warning lights (red and white flashing, strobes, etc.) in their personally owned vehicle for responding to the station during emergency calls for service. This practice was discontinued about twelve years ago and only two volunteers were “grandfathered” to allow for their warning lights. Based on this information, we recommend that Policy 504 be rescinded.

506 Hazardous Energy Lock-Out Tag-Out

This policy involves hazardous energy situations that are likely to be encountered in the field which is operational in nature. This policy details how hazardous energy should be isolated during emergency and non-emergency situations. As with communicable disease, there is an established O.G. that addresses this topic in totality including the procedure for isolating hazardous energy and keeping this energy from being energized when doing so would cause a dangerous situation for District members. This O.G. complies with OR-OSHA requirements for this topic. Based on this information, we recommend that Policy 506 be rescinded.

507 Respiratory Protection Program

This program ensures that Silverton Fire District members are protected from airborne chemical, biological, and radiation hazards during their operational work assignments. There is an O.G. in place to deal with this program; The O.G. includes the process for training, facial fit testing for masks (N95, Self-Contained Breathing Apparatus, Air purifying respirators, etc.) as well as medical evaluations and general respirator use. This O.G. complies with OR-OSHA requirements for this topic. Based on this information, we recommend that Policy 507 be rescinded.

Should it be decided that these board policies be removed, it is suggested that the board policy number remain with a statement similar to “This board policy has been superseded by District Operational Guidelines and/or the Silverton Fire District membership handbook.”