

SILVERTON FIRE DISTRICT REGULAR BOARD MEETING

November 12, 2024 at 7:00 P.M.

Silverton Fire District (St. #1) – 819 Rail Way Ave., Silverton, 97381

AGENDA

A copy of the board packet is available at www.silvertonfire.com. In accordance with House Bill 2560, the meeting will be held in person & electronically using the Zoom web conference platform. Please submit written comments to candace.cantu@silvertonfire.com by 5:00pm on Monday, November 11, 2024. Comments received will be shared with the Board of Directors and included in the record. The meeting location is accessible to persons with disabilities. A request for the hearing impaired or for other accommodations for persons with disabilities should contact the Office Administrator 48 hours prior to the meeting date at (503) 873-5328 or by email at candace.cantu@silvertonfire.com.

Zoom Link: <https://us02web.zoom.us/j/81308440282?pwd=RjhORGZERzVKaEtlMWRPSlowRExqQT09>

Meeting ID: 813 0844 0282

Passcode: 315674

I. ROLL CALL

Les Von Flue, President Rob Mengucci, Secretary-Treasurer Dixon Bledsoe, Director
Stacy Palmer, Vice-President Ryan Bielenberg, Director

II. CALL MEETING TO ORDER

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES

a) Regular Board Meeting of October 8, 2024

V. OPEN FORUM

This is the sole opportunity for public comment during this regular board meeting, unless a specific public hearing is scheduled. The Silverton Fire District values and encourages public input. Please direct your comments to the Board of Directors as a group rather than to individual members. Avoid addressing staff or other members of the audience. Actions on issues raised in Open Forum are restricted by the Oregon Public Meeting Law. The Board of Directors may request staff to investigate the matter and schedule it for further discussion at a later time. Each individual is allotted three (3) minutes for their comments.

VI. OLD BUSINESS

a) Adopt Revisions to Policy 103
b) Adopt Revisions to Policies 201-207

VII. FINANCE OFFICER'S REPORT

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

VIII. CHIEF'S REPORT

a) Chief Report
b) Director Positions 2, 3, 4
c) Christmas Dinner, December 11th @ 6pm

IX. NEW BUSINESS

a) Board Approval for Budgeted Purchase of Brush Truck Chassis
d) Schedule Board Work Session
e) House Bill 2805 Compliance - OGEC Public Meeting Law Webinar, December 10, 2024 @ 10:00am

X. ITEMS PENDING

a) SDAO Conference February 7th – 9th

XI. ADJOURNMENT

THIS PAGE INTENTIONALLY BLANK

SILVERTON FIRE DISTRICT

MINUTES

DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION

REGULAR BOARD MEETING 7:00 P.M. October 8th, 2024
Silverton Fire District Station #8 – 490 3rd St. Scotts Mills, 97375

I. ROLL CALL:

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

Dixon Bledsoe, Director
Ryan Bielenberg, Director

ABSENT:

Robert Mengucci, Secretary-Treasurer

IN ATTENDANCE:

Chief Miles, Office Administrator (OA) Cantu, AC Veit, FF Peterson, FF Isherwood, BC Terhaar

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:

a) Regular Board Meeting Minutes

Director Bledsoe made a motion to approve the minutes of the September 10th, 2024 board meeting. Director Bielenberg seconded the motion. The motion carried unanimously.

(President Von Flue: Aye, Vice President Palmer: Aye, Director Bledsoe: Aye, Director Bielenberg: Aye)

V. OPEN FORUM:

Vice President Palmer thanked FF Peterson and crew for their assistance with taking down the flower baskets in town.

VI. OLD BUSINESS:

- a) Board Policy 103 is out for review until October 16th, 2024.
- b) Board Policies 201-207 have been moved to approval. They will be posted for 30 days for public review.

VII. FINANCE OFFICER'S REPORT:

a) Check Summary

- b) **Departmental Expense Report**
- c) **Bank Account Balance Comparison**

Vice President Palmer made a motion to approve the finance officer's report as presented. Director Bledsoe seconded the motion. The motion carried unanimously.

(President Von Flue: Aye, Vice President Palmer: Aye, Director Bledsoe: Aye, Director Bielenberg: Aye)

VIII. **CHIEF'S REPORT:**

a) **Chief Report**

Chief Miles highlighted conflagrations, call volume in August, hose and ladder testing, and the upcoming Scott's Mills Chicken Dinner. Chief Miles mentioned the upcoming Open House's at all of the stations for Fire Prevention Month. Chief Miles recognized Chief Viet for his work in the EMAC meeting revamping, and his work on getting accredited to be able to teach classes in house for members. Director Bledsoe inquired about the staffing point for Silverton Fire District. Chief Miles stated that the cap of employees is 85 members. Silverton Fire District currently has 71 volunteers, 9 career staff, and 6 Resident Volunteers. Chief Miles said that there are several applicants for the next academy.

IX. **NEW BUSINESS:**

a) **Audit Presentation**

Kori from Accuity stated that the audit went well. Kori recognized OA Cantu for all of her hard work pulling together documents to assist with the audit. There were no issues with compliance, division of duties, and there were no significant findings during the audit. OA Cantu discussed working through the division of duties and that they were put in front of the auditors for input and revision.

b) **Resolution 24-363 to Re-Adopt NIMS for Incident Management**

Director Bledsoe made a motion to re-adopt NIMS for Incident Management. Vice President Palmer seconded the motion. The motion carried unanimously.

(President Von Flue: Aye, Vice President Palmer: Aye, Director Bledsoe: Aye, Director Bielenberg: Aye)

c) **Board Approval for Budgeted Purchase of Brush Truck Chassis**

Director Bledsoe made a motion to approve the purchase of the proposed truck chassis. Director Bielenberg seconded the motion. The motion passed unanimously.

(President Von Flue: Aye, Vice President Palmer: Aye, Director Bledsoe: Aye, Director Bielenberg: Aye)

Chief Miles explained this is the first step in getting a brush truck together. The specific chassis have been chosen based on specified requirements needed and for cost effectiveness.

X. **ITEMS PENDING:**

a) **OFDDA Conference, November 7-9, 2024**

OA Cantu stated Vice President Palmer and Director Bledsoe have confirmed that they are attending.

b) **SDAO Conference**

OA Cantu discussed the SDAO Conference. President Von Flue stated that anyone who was interested in attending the SDAO conference should reach out to OA Cantu at their earliest convenience.

c) Best Practice Training

Chief Miles reminded the board that completion of the online Public Meeting Training for the Best Practice credit is due at the end of the month in order for the fire district to be able to receive a discount from SDAO.

XI. ADJOURNMENT:

With no further business to come before the Board, the meeting was adjourned at 7:29p.m.

Approved this _____ day of _____, 2024.

President

Minutes recorded and prepared by Kaylee Spencer

THIS PAGE INTENTIONALLY BLANK

POLICY 103: PUBLIC MEETINGS

Originated: September 3, 2003

Revised: November 12, 2024

Reviewed: September 10, 2024

PURPOSE

This board policy details the applicable requirements needed for conducting public meetings including; notice and location of public meetings, how preparation for meetings is conducted, meeting agenda formatting and distribution, conduct and decorum during meetings, executive sessions and meeting minutes.

APPLICATION

This policy applies to all meetings of the Board of Directors of the District, and to any meetings of subcommittees or advisory groups appointed by the board if such subcommittees or advisory groups normally have a quorum requirement, take votes, and form recommendations as a body for presentation to the Board of Directors.

It will be the policy of the District Board to recognize itself as a policy making body that deliberates at regularly scheduled meetings and each board member shall make a diligent effort to be present and participate fully.

COMPLIANCE WITH LAW

It is the policy of the Fire Board that all meetings be conducted in accordance with Oregon Public Meetings Law, ORS 192.610-192.705. In so doing, the board will seek information from staff and other sources as appropriate, before decisions are made on policy and procedural matters.

LOCATION OF MEETING

All meetings shall be held within the geographic boundaries of the District. Exceptions to this would be training sessions held without any deliberative action and special meetings held within the geographic boundaries of an adjoining District attending the meeting. No meeting shall be held in any place where discrimination on the basis of race, creed, color, gender, age, national origin or disability is practiced. All meetings shall be held in places accessible to the handicapped.

REGULAR MEETING

Regular meetings of the Fire District Board shall be held on the second Tuesday of the month, at 7:00 P.M., at the Silverton Fire District Main Station, 819 Rail Way NE., Silverton, Oregon 97381. During the months of January, April, July, and October, the board will meet at the Scotts Mills fire station at 7:00 P.M., 490 3rd Street, Scotts Mills, Oregon, 97375. The board reserves the right to change the meeting date, time, or place upon a specific action of the board.

MEETINGS HELD BY ELECTRONIC MEANS

All meetings of the board, excluding executive sessions, must provide to members of the general public, to the extent reasonably possible, an opportunity to:

- (a) Access and attend the meeting by telephone, video or other electronic or virtual means;
- (b) If in-person oral testimony is allowed, submit during the meeting oral testimony by telephone, video or other electronic or virtual means; and
- (c) If in-person written testimony is allowed, submit written testimony, including by electronic mail or other electronic means, so that the governing body is able to consider the submitted testimony in a timely manner.

SPECIAL MEETINGS

The board shall hold special meetings at the request of the Board President or any two members of the board or by request of the Fire Chief. If the Board President is absent from the District, special board meetings may be held at the request of the Vice-President. No special meeting shall be held upon less than forty-eight (48) hours' public notice.

EMERGENCY MEETINGS

Emergency meetings may be held at the request of persons entitled to call special meetings, upon less than 24 hours' notice in situations where a true emergency exists. An emergency exists where there are objective circumstances which, in the judgment of the person or persons calling the meeting, create a real and substantial risk of harm to the District which would be substantially increased if the board were to delay in order to give 24 hours' notice before conducting the meeting. The convenience of board members is not grounds for calling an emergency meeting.

At the beginning of any emergency meeting, the director, or directors calling such meeting, shall recite the reasons for calling such meeting, and the reasons the meeting could not have been delayed in order to give at least 24 hours' notice, which reasons shall be noted in the minutes. The board shall then determine if the reasons are sufficient to hold an emergency meeting and, if not, shall immediately adjourn such meeting. Only business related directly to the emergency shall be conducted at an emergency meeting.

NOTICE OF MEETINGS

Notice of the time, place, and principal subjects to be considered shall be given for all meetings. For regular meetings, the notice shall be in the form of an agenda, which shall be sent to all board members, local media, and to all persons or other media representatives having requested notice in writing of every meeting. The Agenda shall also be posted on Silverton Fire District's website (www.silvertonfire.com) as well as the following locations within the District:

Silverton Fire District (Station 1)
819 Rail Way NE
Silverton, OR 97381

Silverton Fire District (Station 8)
490 3rd St.
Scotts Mills, OR 97375

Written notice shall also be sent to any persons which the District knows may have a special interest in a particular action, unless such notification would be unduly burdensome or expensive. For special meetings, press releases shall be issued or phone calls made to wire services and other media; and interested persons shall be notified by mail or telephone. For emergency meetings, the District shall attempt to contact local media and other interested persons by telephone to inform them of the meeting.

All meetings of the Fire District Board are open to the public, except as provided for executive sessions. Notice of all meetings and a copy of the proposed agenda shall be sent to all persons making a request in writing and to the news media prior to the day of the meeting.

INTERPRETERS FOR THE HEARING IMPAIRED

The District shall comply with ORS 192.630(5) regarding the provision of interpreters for the hearing impaired at board meetings, in accordance with the following rules:

The District shall make a good faith effort to have an interpreter for hearing impaired persons provided at any regularly scheduled meeting if the person requesting the interpreter has given the District at least 48 hours' notice of the request, provided the name of the requester, the requester's sign language preference, and any other relevant information which the District may require. "Good faith efforts" shall include contacting the Oregon Disabilities Commission, or other state or local agencies that maintain a list of qualified interpreters;

If a meeting is held upon less than 48 hours' notice, the District shall make reasonable efforts to have an interpreter present.

The requirement for an interpreter does not apply to emergency meetings.

The Fire Chief shall be responsible for developing and maintaining a list of qualified interpreters, and shall have the responsibility for making the required good faith effort to arrange for attendance of an interpreter at any meeting for which an interpreter is requested.

PREPARATION FOR BOARD MEETINGS

DISTRIBUTION OF MATERIALS TO BOARD MEMBERS

The agenda and financial report shall be given to each member of the Board of Directors at least four (4) days prior to any regularly scheduled board meeting.

At the same time, the Fire Chief shall provide board members detailed information relative to the agenda, including existing board policy pertinent to agenda items.

DISTRIBUTION OF AGENDA TO THE PUBLIC

All meetings are to have at least a twenty-four (24) hour advance notice except as in the case of emergency. Board meeting notices are to be posted on the Silverton Fire District website, at the main fire station, the Scotts Mills fire station and posted at one or more locations convenient for review by district personnel and the public.

BOARD MEETING AGENDA

MEETING AGENDA

The Fire Chief with the assistance of the President of the board will prepare an agenda for all regular meetings of the board. Items of business may be suggested by board members, the Fire Chief or his/her

designated deputy in his/her absence, or patrons of the district for consideration in the next meeting agenda.

The District Board will provide in the agenda of its regular meeting a specific time to hear the comments, concerns and suggestions from its citizens or from visitors with interests in the district. Any resident of the district may request that matters be placed on the meeting agenda. In order to ensure consideration at the next regular meeting, requests should reach the Board President or Fire Chief at least ten (10) days before the next regular meeting.

The agenda will minimally include, but not be limited to:

- Roll Call
- Call Meeting to Order
- Pledge of Allegiance
- Approval of Prior Board Meeting Minutes
- Open Forum
- Old Business
- Finance Officer's Report
- Chief's Report
- New Business
- Items Pending
- Adjournment

CONDUCT OF BOARD MEETINGS

PRESIDING OFFICER

The President shall preside at board meetings. In the President's absence, the Vice President shall preside. If both the President and Vice-President are absent, the Secretary-Treasurer shall preside.

AUTHORITY TO CONDUCT MEETINGS

The President or other presiding officer at any board meeting shall have full authority to conduct the meeting. Meetings shall be conducted in such a manner as to provide a full and fair opportunity for discussion of the issues in an efficient and timely manner. Any decision of the President or other presiding officer at the meeting may be overridden by a majority vote of the board.

Robert's Rules of Order has been adopted as the official procedures for conducting board and committee meetings except where they are in conflict with other procedures adopted by the board.

PUBLIC PARTICIPATION

It is the intent of the Fire District Board to encourage attendance and participation at board meetings by all interested persons and residents of the district.

In the matter of motions before the board, audience participation will be dependent upon the time available and the matter under discussion. The Board President or presiding officer may set a time limit on comments by an individual on any given issue.

In order to accomplish the tasks of the board in an orderly and expeditious manner the board will attempt to limit repetitious testimony and discussion whenever possible as to not inconvenience those persons bringing business before the board.

Persons failing to comply with reasonable rules of conduct outlined by the presiding officer, or causing any disturbance, may be asked or required to leave. Upon failure to do so, such persons become trespassers.

RECORDING OF VOTES

Votes shall be recorded. Any member may request that his or her vote be changed, if such request is made prior to consideration of the next order of business.

The “Ayes” and “Nays” upon votes taken shall be entered on the records on all questions called by the president. Any member may request that their vote be changed if such a request is made prior to consideration of the next order of business. Any member may request that a roll-call vote be taken on any question.

QUORUM REQUISITES

Three members shall constitute a quorum. If only a quorum is present, a unanimous vote is required to approve a motion.

VOTE EXPLANATIONS

Any board member may append onto the record, at the time of voting, a statement indicating the reasoning behind the vote, or the reason for abstaining or choosing not to participate interest in a board matter and abstain from voting.

CONFLICT OF INTEREST

Any board member having an actual or potential conflict of interest must declare it. If the conflict of interest is actual, the member must abstain from voting. If the member’s vote is necessary to meet the minimum number of votes to take official action, and the issue is emergent to the district, the member may vote, but not participate in any discussion or debate on the issue related to the actual conflict of interest.

ADJOURNMENT

The meeting shall be adjourned by a majority vote or as a result of the loss of a quorum.

EXECUTIVE SESSIONS

NOTICE

Notice for meetings called only to hold executive sessions shall be given in the same manner as notice for regular, special and emergency meetings set forth above, except that the notice need only indicate the

general subject matter to be considered at the executive session, but it shall also set forth the statutory basis for calling the executive session.

NO FINAL DECISIONS

The board shall not take any votes during any executive session, nor make any final decisions during any executive session. This policy, however, shall not prohibit full discussion of board members' views during executive sessions.

PURPOSES

Executive sessions shall be held only for the purposes allowed by State statues as described under ORS 192.660.

CONDUCT OF EXECUTIVE SESSION

The Board President or other presiding officer shall announce the executive session by identifying the authorization under ORS 192.660 for holding the session and by noting the subject of the executive session before going into closed session. Once the executive session has been convened, the Board President shall direct any representatives of the news media who are present not to report certain specified information from the executive session. In general, the extent of the non-disclosure requirement should be no broader than the public interest requires, and the news media will ordinarily be allowed to report the general topic of discussion in the executive session. Board members, staff and other persons present shall not discuss or disclose executive session proceedings outside of the executive session without prior authorization of the board as a whole.

MINUTES OF MEETING

WRITTEN MINUTES

The board shall keep written minutes of all of its meetings in accordance with the requirements of ORS 192.650. Minutes of public meetings shall include at least the following information:

- All members of the board present;
- All motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition;
- Results of all votes, including the vote of each member by name;
- The substance of any discussion on any matter;
- A reference to any document discussed at the meeting.

MINUTES OF EXECUTIVE SESSIONS

Minutes of executive sessions shall be kept separately from minutes of public meetings. Minutes of executive sessions may be kept either in writing, in the same manner as minutes of public sessions, or by audio recording. If minutes of an executive session are kept by audio recording, written minutes are not required, unless otherwise provided by law. ORS 192.650(2).

DISCLOSURE OF EXECUTIVE SESSION MATTERS

If disclosure of material in the executive session minutes would be inconsistent with the purpose for which the executive session was held, the material may be withheld from disclosure. No executive session minutes may be disclosed without prior authorization of the board. ORS 192.650(2).

RETENTION

Any audio recordings or written minutes of public board meetings or executive sessions shall be retained by the District until such time as their disposal is authorized by the State Archivist pursuant to ORS 192.105.

AVAILABILITY TO THE PUBLIC

Written minutes of public sessions shall be made available to the public within a reasonable time after the meeting. ORS 192.650(1). Minutes are available at the office of the Main Station located at 819 Rail Way NE, in Silverton.

POLICY 201: PERSONNEL

Originated: January 10, 1989

Revised: January 9, 2024

Reviewed: October 8, 2024

PURPOSE

This Board policy outlines the Board responsibilities as it pertains to the designation and definition of District positions. This policy also describes the responsibility of the Chief/Administrator as it pertains to hiring personnel as well as determine pre-conditional hiring requirements.

BOARD PERSONNEL GUIDELINES AND POLICIES

The Silverton Fire District shall comply with Federal Equal Employment Opportunity (EEO) guidelines. If any portion of this policy is found to be in direct conflict with any Federal or State law, or applicable Civil Service regulation, at the time a position is being filled, that portion of the policy shall be void.

The Chief/Administrator of the Silverton Fire District shall be responsible for:

- Determining the qualifications required for each position, with consideration given to federal and state laws, which include knowledge base, skill certification and physical ability.
- Administering the advertising for, interviewing and hiring of personnel for positions with firefighting duties, volunteer or otherwise, and other district employees as necessary to ensure the intentions of the Board of Directors are met. Vacancy announcements for exempt positions shall be advertised and posted on the official bulletin boards of the District and published externally to attract diverse, qualified candidates.
- Acting as personnel officer for the district, ensuring that during the hiring process, each new employee is made aware of district rules, regulations, and policies.
- Writing, maintaining, and updating a job description for each paid and volunteer position.
- Performing background investigations on each employee as needed. The investigations shall include but not be limited to driving records and reference checks.

The district may require from the applicant, as a precondition of employment, a certificate from a physician that attests to the applicant's physical ability to perform the tasks associated with the position as well as a district sponsored physical performance exam. The district may require the applicant to submit to the following as conditions of employment:

- Employment reference check and verification of education information
- Driving record check
- Pre-employment drug test if the position includes firefighting or EMT duties
- A criminal history background check
- A credit history check

If hired, the district will require the applicant to prove that he/she is legally authorized to work in the United States.

The district may keep a list of qualified applicants on file as per Civil Service Rules for exempt and non-exempt positions.

The district may not refuse employment to any individual because a family member is currently employed by the district unless it would place the individual being hired in a position that either might be exercising authority over the other.

POLICY 202: EXAMINATIONS FOR PERSONNEL

*Originated: May 9, 1989
Revised: November 12, 2024
Reviewed: October 8, 2024*

PURPOSE

To ensure that Fire District personnel are not placed in a position which might be a hazard to themselves or others, a physical examination prior to appointment to a position with the Fire District shall be required. This appointment shall be contingent upon the passing of the physical examination, and the individual shall be re-examined periodically to ensure their physical capabilities.

PROCEDURE

- Within one year of appointment to a position with the district, career or volunteer, the candidate shall submit to a physical examination by a physician of personal choice. This examination shall be for the purpose of determining the individual's fitness to participate in activities as prescribed by the district.
- If the individual does not have a physician of personal choice to administer the examination, they can contact the District for physician recommendation. All charges associated with the examination shall be borne by the district.

All personnel, including those presently employed by the district at the time this policy was written, shall participate in an examination process based upon a three-year cycle as determined by the Fire Chief. If it is deemed necessary, this cycle may be shortened to evaluate the fitness of an individual.

- Personnel who are expected to perform emergency functions shall notify the Fire Chief when health conditions arise or are discovered that may limit their capability of performing those functions.

RECORDS

Medical records and certificates of fitness shall be maintained by the Fire Chief, and shall be considered confidential, unless otherwise authorized in writing by the individual being examined.

Reference: Oregon Occupational Safety and Health Code, Oregon Administrative Rules, Chapter 437, Division 151, FIRE FIGHTERS, effective as amended through September 1, 1988.

POLICY 203: EMPLOYEE ASSISTANCE PROGRAM

*Originated: May 9, 1989
Revised: November 12, 2024
Reviewed: October 8, 2024*

POLICY STATEMENT

The District is committed to the health and well-being of all its employees, both volunteer and career, and understands that personal issues can impact their personal and professional lives. While many employees manage their problems with the support of family and friends, some may require professional assistance and advice.

The District will provide initial support to career and volunteer employees who need the services of a certified counselor or registered psychologist. This support may also extend to members of the employee's immediate family if deemed appropriate by the Fire Chief. This assistance not only safeguards the District's interests but also demonstrates the District's commitment to the employee's well-being. For further details, please refer to the District's Member Handbook, Benefits, Other Benefits, Public Safety Employee Assistance Program (EAP).

POLICY 204: HARASSMENT

Originated: November 21, 1989

Revised: December 10, 2019

Reviewed: October 8, 2024

PURPOSE

The purpose of this policy is to clearly establish the Silverton Fire District's commitment to provide a work environment free from harassment, to define discriminatory harassment and to set forth the procedure for investigating and resolving internal complaints of harassment. This policy applies to all employees, elected officials, board or commission members, volunteers, interns and any other person whose interaction occurs in the course of accomplishing the work of the organization.

POLICY

Discrimination, harassment and retaliation are not acceptable. Discrimination, harassment or retaliation of an applicant, contractor, vendor, customer, board member, supervisor, manager, volunteer, resident volunteer or employee by a supervisor, management employee or co-worker on the basis of race, religion, color, sex, age, national origin, physical or mental disability, marital or familial status, political affiliation, sexual orientation, veteran status, or membership in any other group protected by law is explicitly in violation of State and/or Federal law and will not be tolerated by the Silverton Fire District.

It is critical that all employees treat all other employees with dignity and respect. This policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, reinstatement, transfer, leave of absence, compensation and training.

Employees, volunteers, resident volunteers, supervisors or management employees found to be participating in any form of job-based harassment or retaliating against any other employee shall be subject to disciplinary action up to and including termination from employment.

DEFINITIONS

Verbal Harassment

Epithets, derogatory comments, slurs, propositioning, or otherwise offensive words or comments on the basis of race, religion, color, sex, age, national origin, physical or mental disability, marital or familial status, political affiliation, sexual orientation, veteran status, or membership in any other group protected by law, whether made in general, directed to an individual or to a group of people regardless of whether the behavior was intended to harass. This includes but is not limited to inappropriate sexually-oriented comments on appearance, including dress or physical features, sexual rumors, and race-oriented stories.

Physical Harassment

Assault, impeding or blocking movement, leering, or the physical interference with normal work, privacy or movement when directed at an individual on the basis of race, religion, color, sex, age, national origin, physical or mental disability, marital or familial status, political affiliation, sexual orientation, veteran status, or membership in any other group protected by law. This includes pinching, patting, grabbing, inappropriate behavior in or near Silverton Fire District facilities or facilities where Silverton Fire District events are being conducted, or making explicit or implied threats or promises in return for submission to physical acts.

Visual Forms of Harassment

Derogatory, prejudicial, stereotypical or otherwise offensive posters, photographs, cartoons, notes, bulletins, drawings or pictures on the basis of race, religion, color, sex, age, national origin, physical or mental disability, marital or familial status, political affiliation, sexual orientation, veteran status, or membership in any other group protected by law. This applies to posted material and/or material maintained in or on Silverton Fire Districts equipment or personal property in the workplace.

Sexual Harassment

For the purposes of this policy, “sexual harassment” is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when, for example: a) submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment, b) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or c) such conduct has the purpose or effect of unreasonably interfering with an individual’s work performance or creating an intimidating, hostile or offensive working environment.

Under Oregon Law sexual assault is defined as unwanted conduct of a sexual nature that is inflicted upon a person or compelled through the use of physical force, manipulation, threat, or intimidation.

COMPLAINT PROCESS

The use of this procedure is limited to complaints related to discriminatory workplace harassment on the basis of race, religion, color, sex, age, national origin, physical or mental disability, marital or familial status, political affiliation, sexual orientation, veteran status, or membership in any other group protected by law.

If any person feels they are the victim of any form of harassment, they should inform the person(s) participating in this behavior that he/she finds it offensive. This one-on-one confrontation has been demonstrated to be an effective way to end harassing behaviors. If the inappropriate behaviors do not stop, the offended employee can initiate the complaint process as described below. Because confrontation is difficult for some people and because of the complex nature of harassment, employees are not required to confront an offending party prior to initiating this complaint procedure.

Filing a Preliminary Complaint

Any applicant, contractor, vendor, customer, board member, supervisor, manager, volunteer, resident volunteer or employee who alleges to be a victim of discriminatory workplace harassment should contact the Fire Chief or designee, either verbally or in writing, within ten (10) calendar days or within four years of the alleged incident. In the event the complaint is against the Fire Chief, the complaint must be submitted to the Board President verbally or in writing within ten (10) calendar days or within four years of the alleged incident.

Review of Preliminary Complaint

Individuals who believe they have been the victims of conduct prohibited by this policy or believe they have witnessed such conduct should discuss their concerns with the Fire Chief. If unable to reach the primary contact, the complaint can be directed to the Assistant Fire Chief. Upon notification of a harassment complaint, the Fire Chief or designee has ten (10) calendar days to conduct an initial investigation to make a preliminary determination as to whether there is merit to the complaint. If no merit is found, the Fire Chief or designee may still meet with the parties involved to attempt to conciliate the complaint or conflict between the parties. In the case of a complaint filed against the Fire Chief, the Board President will conduct the initial investigation to make a determination.

Formal Complaint

If after an initial investigation is conducted, there is no resolution and/or no conciliation of the preliminary complaint, a formal written complaint can be filed by the complainant. This written complaint must document the event(s), associated date(s), potential witnesses, and must be signed and returned to the Fire Chief within five (5) days or within four years of the alleged incident. Upon receipt of the formal written complaint, the Fire Chief or designee will contact the alleged harasser(s) who will be informed of the basis of the complaint, will be given a copy of the written complaint, and will be provided an opportunity to respond. The response shall be in writing, addressed to the Fire Chief and received by the Fire Chief, within ten (10) calendar days after being notified of the complaint. Concurrently, a formal investigation of the complaint may be commenced. The same process will be observed by the Board President for any formal complaints made against the Fire Chief.

Review of Response and Findings

Upon receipt of the response, the Fire Chief may further investigate the formal complaint. Such investigation may include interviews with the complainant, the accused harasser(s) and any other persons determined by the Fire Chief to possibly have relevant knowledge concerning the complaint. This may include other victims of similar conduct.

Factual information gathered through the investigation will be reviewed to determine whether the alleged conduct constitutes harassment, giving consideration to all factual information, the totality of the circumstances including the nature of the verbal, physical, visual or sexual conduct and the context in which the alleged incident(s) occurred.

The results of the investigation and the determination as to whether harassment occurred shall be final and binding and will be reported to appropriate persons including the complainant and the alleged harasser(s) within twenty (20) calendar days from the receipt of the response. Following receipt of a complaint or concern, management will follow-up every three months for one year to ensure no further concerns or retaliation are experienced. If an employee would like the follow-up to discontinue the follow-up process a request must be submitted in writing to the Fire Chief.

The same process will be observed by the Board President for any formal complaints made against the Fire Chief.

External Complaint Options

The District encourages concerns or complaints are brought to the organization, however, this may not be the choice of the employee. Please reach out to the preferred choice to determine the appropriate timelines.

- Oregon Bureau of Labor and Industries - https://www.oregon.gov/boli/CRD/Pages/C_Crcompl.aspx
- Civil or Criminal Action - In these circumstances, a Notice of Claim must be provided in accordance with ORS 30.275.
- Employment Agreements - No employee will be required or invited to sign an agreement requiring the non-disclosure of information related to discrimination or sexual assault as a condition of employment, continued employment, promotion, compensation or the receipt of benefits. An employee may request this type of agreement and, upon request, will be provided at least seven (7) days to change their mind.

Additional Employee Support Services

Employees may choose to use other support services throughout and following instances related to concerns and complaints. The District provides the following for additional assistance:

Public Safety EAP
(888) 327-1060
publicsafetyEAP.com

DISCIPLINARY ACTION

If harassment is determined to have occurred, the Fire Chief, or Board President for complaints filed against the Fire Chief, shall take prompt and effective remedial action against the harasser. The action will be commensurate with the severity of the offense, up to and including termination from employment. If discipline is imposed, the nature and extent of the discipline will not be divulged to the complainant.

RETALIATION

Retaliation in any manner against a person for filing a harassment charge or initiating a harassment complaint, testifying in an investigation, providing information or assisting in an investigation, is expressly prohibited and subject to disciplinary action up to and including termination. The Fire Chief will take reasonable steps to protect the victim and other potential victims from further harassment, and to protect the victim from any retaliation as a result of communicating the complaint.

CONFIDENTIALITY

Confidentiality will be maintained to the fullest extent possible in accordance with applicable Federal, State and local law.

FALSE COMPLAINTS

Any complaint made by an employee of the Silverton Fire District regarding job-based harassment which is conclusively proven to be false, shall result in discipline of the complainant up to and including termination. This section is not intended to discourage employees from making complaints regarding job-based harassment. However, false complaints adversely impact the workplace and the career of the accused, even when disproved, and will not be tolerated.

POLICY 205: HEALTH CARE BENEFITS FOR RETIREES

Originated: February 12, 1991

Revised: November 12, 2024

Reviewed: October 8, 2024

Policy 205 was rescinded by the Board of Directors on November 13, 2024.

POLICY 206: EMPLOYEE HRA VEBA MEDICAL EXPENSE PLAN

*Originated: May 8, 2012
Revised: July 13, 2021
Reviewed: October 8, 2024*

PURPOSE

This policy describes the Voluntary Employees' Beneficiary Associations (VEBA) administrative process as it pertains to eligibility and contributions

The Silverton Fire District ("Employer") has adopted the HRA VEBA plans offered and administered by the Voluntary Employees' Beneficiary Association Trust for Public Employees in the Northwest (collectively the "Plans"): the Standard HRA Plan, which shall be integrated with the Employer's or another qualified group health plan and to which the Employer shall remit contributions on behalf of eligible employees who are enrolled in or covered by such qualified group health plan and any other contributions that may be permitted by applicable law from time to time; and the Post-separation HRA Plan to which the Employer may remit contributions on behalf of eligible employees, including eligible employees who are not enrolled in or covered by the Employer's or another qualified group health plan, and which shall provide benefits only after a participant separates from service or retires. Employer shall contribute to the Plans on behalf of all non-represented employees ("Group") defined as eligible to participate in the Plans. Each eligible employee must submit a completed and signed Enrollment Form to become an eligible participant and become eligible for benefits under the Plans.

Contributions on behalf of each eligible employee shall be based on the following selected funding sources/formulas:

Direct Employer Contribution. Eligibility is limited to full time, benefits eligible employees. Beginning with the July 1, 2021 payroll, the District shall contribute \$200 per month to each eligible employee's HRA VEBA account until such time as the employee is no longer eligible per the terms of the plan and/or the employer's written agreement.

The employer's HRA VEBA plan contribution methods and funding amounts will be reviewed annually, prior to the start of the next benefit year. The employer reserves the right to modify plan eligibility, contribution methods and contribution amounts in compliance with any applicable state or federal laws and other IRS guidance as it pertains to maintaining HRA plan compliance.

POLICY 207: WHISTLEBLOWER PROTECTION

Originated: November 8, 2016

Revised:

Reviewed: October 8, 2024

PURPOSE

To provide reporting procedures should a District employee become aware of improper government action in accordance with Oregon Revised Statute 659A.200 to 659.224.

OVERVIEW

The employee may provide the information to in addition to his/her supervisor, another District manager, a state or federal regulatory agency, a law enforcement agency or an attorney licensed to practice law in Oregon if confidential communication is made in connection with the alleged violation. Attorneys employed by the District may report violations of law to the Attorney General, subject to rules of professional conduct. All such issues will be investigated in a timely manner to determine if fault exists and institute any appropriate corrective measures. Examples of illegal or dishonest activities are violations of federal, state, or local laws; billing for services not performed, for goods not delivered; and other fraudulent financial reporting. For any employee wishing for more information, additional details can be obtained from the Fire Chief.

The employee must exercise sound judgement to avoid baseless allegations. An employee who intentionally files a false report of wrongdoing may be subject to corrective action up to and including termination.

Whistleblower protections are provided to maintain confidentiality and to prevent retaliation. While identity may have to be disclosed to conduct a thorough investigation, to comply with the law, or to provide accused individuals their due course, the privacy of the individual making the report will be protected as much as possible. The District will not retaliate against a whistleblower. This includes, but is not limited to, protection from retaliation in the form of an adverse employment action such as termination, compensation decreases, or poor work assignments and threats of physical harm. Any whistleblower who believes he/she is being retaliated against must contact the Fire Chief or designee immediately. The right of a whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is substantiated.

All allegations of illegal and dishonest activities will be promptly submitted to the Fire Chief or designee who is responsible for investigating and coordinating corrective action.

Accounts Payable

Checks by Date - Detail by Check Date

User: Candace
 Printed: 11/7/2024 10:49 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
1001022	6091910	AMAZON CAPITAL SERVICES	10/08/2024	
	1R6H-HJKP-XH3G	GREEN EMERGENCY EXIT SIGNS		20.99
	1R6H-HJKP-XH3G	CLOTHES HANGERS		18.96
	1R6H-HJKP-XH3G	CLEANING DUSTER CANS		26.99
	1R6H-HJKP-XH3G	B437 TAIL LIGHTS		61.94
	1R6H-HJKP-XH3G	24X36 POSTER FRAME		29.99
	1R6H-HJKP-XH3G	OFFICE CHAIR MAT		23.99
	1R6H-HJKP-XH3G	EMERGENCY EXIT LIGHT UP SIGNS		38.88
	1R6H-HJKP-XH3G	LEGAL PADS FOR TRAINING		17.67
	1R6H-HJKP-XH3G	MOUNTAIN HOUSE MAC AND CHEESE		63.21
	1R6H-HJKP-XH3G	FOLGERS COFFEE SINGLES		24.66
	1R6H-HJKP-XH3G	MOUNTAIN HOUSE GRANOLA WITH MILK		27.80
	1R6H-HJKP-XH3G	REPLACEMENT TEST HOOD FOR RESPIRA		73.48
	1R6H-HJKP-XH3G	WALL CALENDAR		9.99
	1R6H-HJKP-XH3G	MOUNTAIN HOUSE BEEF STEW		38.72
	1R6H-HJKP-XH3G	EUREKA POWERSPEED VACUUM		87.99
	1R6H-HJKP-XH3G	(2) LENOVO THINKCENTRE		431.98
	1R6H-HJKP-XH3G	DOUBLE SIDED TAPE		16.19
	1R6H-HJKP-XH3G	DRESSER FOR RV'S		169.95
	1R6H-HJKP-XH3G	GREEN LED EXIT LIGHTS		167.39
	1R6H-HJKP-XH3G	HDMI CABLES		19.90
	1R6H-HJKP-XH3G	VACUUM FILTERS		19.96
	1R6H-HJKP-XH3G	PUSH PINS		7.99
	1R6H-HJKP-XH3G	BANDAID RESTOCK		29.28
	1R6H-HJKP-XH3G	BULLETIN BOARD		28.59
	1R6H-HJKP-XH3G	TRAFFIC WANDS		36.50
	1R6H-HJKP-XH3G	3 RING BINDERS FOR TRAINING		25.54
	1R6H-HJKP-XH3G	MOUNTAIN HOUSE RICE AND CHICKEN		31.96
	1R6H-HJKP-XH3G	BABY WIPES		20.02
	1R6H-HJKP-XH3G	24x36 POSTER FRAME		65.96
Total for Check Number 1001022:				1,636.47
1001023	007150 85496807	BOUND TREE MEDICAL, LLC (3) IGELS	10/08/2024	635.22
Total for Check Number 1001023:				635.22
1001024	6092000 24-026 24-026	BRASS ROOTS TRAINING SOLUTIONS Instructor 1 Registration (1) INST. 1, CIVIL SERVICE CHIEF EXAMIN	10/08/2024	200.00 500.00
Total for Check Number 1001024:				700.00
1001025	096998 5.05070.0 5.05071.0 5.05072.6	CITY OF SILVERTON WATER USAGE AT STAT. 1 8/19-9/17 WATER USAGE STAT. 1 MAINT BAY 8/19-9/ WATER USE: STAT. 1 SPRINKLERS 8/19-9/17	10/08/2024	382.58 59.54 133.69

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 1001025:	575.81
1001026	010185	ELAN FINANCIAL SERVICES	10/08/2024	
	0237	ANTACID/ANTIDIAHREA FOR CONFLAG		17.75
	1139	RADIO BATTERIES		508.95
	1139	PAGER BATTERIES		508.95
	1139	FINGER PRINTS FOR HOPKINS		58.75
	1139	FOOD FOR FOI TRAINING		21.08
	1254	HR TRAINING CLASS		239.00
	1254	CANDY FOR CANDY CRAWL		117.55
	1254	CANDY FOR CANDY CRAWL		53.23
	2055	DUTY BOOTS FOR RVS		127.98
	2055	PURCHASE FROM AWOG		26.00
	2055	SAFETY VESTS		239.25
	2055	DUTY PANTS FOR RVS		120.68
	2055	POSTAGE FOR PATCHES TO NW SAFETY C		3.22
	4845	WINDOW PARTS FOR RV ROOMS		90.97
	7480	SPARE KEYS FOR GATOR		19.68
	8105	DMV REPORT FEE		3.00
	8105	(3) ADOBE PRO LICENSES		1,529.67
	8730	CALLCENTRIC		19.80
	8730	FIRE ENGINEERING RENEWAL		34.95
	8730	BITWARDEN		60.00
	8730	CALLCENTRIC		20.00
			Total for Check Number 1001026:	3,820.46
1001027	033975	GRAINGER	10/08/2024	
	9256932196	BATTERY STOCK - KYLE		264.78
	9260312575	(3) PIKE POLES		160.95
	9263829245	STENCIL INK		18.56
	9263854458	JANITORIAL SUPPLIES		377.70
	9264191579	JANITORIAL SUPPLIES (TOILET PAPER, UR		382.24
			Total for Check Number 1001027:	1,204.23
1001028	097300	HI-SCHOOL	10/08/2024	
	2-308720	ST 8 GATOR LATCH REPLACEMENT		8.59
	2-316206	EXPANDED METAL FOR FOOT VALVE		16.99
	2-319024	AIR FILTER STOCK		56.31
	2-319801	ST 8 CLEANING SUPPLIES		47.43
	2-319847	SUPPLIES FOR RV SCREEN REPLACEMENT		7.98
	3-500558	THREADED ROD MATERIAL FOR PUMP M		10.99
	3-505405	HARDWARE FOR REINSTALL RV SCREENS		29.99
	9-254743	LAUNDRY DETERGENT		22.98
			Total for Check Number 1001028:	201.26
1001029	037800	HOME PLACE	10/08/2024	
	285	PIZZA FOR HOMECOMING STANDBY		50.95
			Total for Check Number 1001029:	50.95
1001030	055500	L.N.CURTIS & SONS	10/08/2024	
	INV850699	EDRAULIC TOOLS SERVICED		2,440.00
			Total for Check Number 1001030:	2,440.00
1001031	073800	NW NATURAL	10/08/2024	
	298039-9	9/5-10/4		83.94

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 1001031:	83.94
1001032	6091901 461151	PACIFIC OFFICE AUTOMATION (SALE PAYMENT FOR COPIES 11/2023-8/2024	10/08/2024	266.76
			Total for Check Number 1001032:	266.76
1001033	092090 0456-003684721 0456-003697807 0456-003698837	REPUBLIC SERVICES #456 STAT. 1 GARBAGE SERV. 8/31 STAT. 1 GARBAGE SERV. 9/1-9/30 STAT. 8 GARBAGE SERV. 9/1-9/30	10/08/2024	48.83 224.17 48.83
			Total for Check Number 1001033:	321.83
1001034	6091965	WHOLESALE ONLINE GROUP, CORP (2) COTTON COVERALL FOR TED (2) CHARGE FOR RED DYE FOR OVERALL:	10/08/2024	581.84 116.36
			Total for Check Number 1001034:	698.20
1001035	119000 717489/3 717703/3	WILCO FLOWERS FOR OFFICE PLANTERS DEF STOCK	10/08/2024	63.82 99.90
			Total for Check Number 1001035:	163.72
1001036	034015 9/25-10/24 RL 9/25-10/24 ST1 9/25-10/24 ST3 9/25-10/24 ST8 9/25-10/24 ST9 9/25-10/24 STA2	ZIPLY FIBER 503-001-0586-110204-5 503-873-2805-070997-5 503-873-3190-062193-5 503-873-6215-090168-5 503-873-5645-012395-5 503-873-5097-071291-5	10/08/2024	27.30 210.37 73.68 98.28 73.68 80.87
			Total for Check Number 1001036:	564.18
			Total for 10/8/2024:	13,363.03
ACH	005103	STEVE BAKER PIZZA FOR ST 8 ASSOCIATION MEETING	10/31/2024	61.85
			Total for this ACH Check for Vendor 005103:	61.85
1001037	068535 INV-1-46493 INV-1-47192 INV-1-47303 INV-1-47393	911 SUPPLY INC PATCH INSTALL (2) HEROS NAME TAPE (4) HEROS NAME TAPE AND VELCRO (1) FLEXRS AND NAME TAPE	10/31/2024	12.15 12.15 64.37 96.63
			Total for Check Number 1001037:	185.30
1001038	007150 40043291	BOUND TREE MEDICAL, LLC GLOVES/TRAIINGULAR BANDAGES	10/31/2024	423.79
			Total for Check Number 1001038:	423.79
1001039	010172 CP-00547090 IN-1050165	CARSON OIL COMPANY FUEL FOR 10/1-10/15 FUEL FOR 122.7 GAL/DIESEL X 3.3942/GAL	10/31/2024	919.76 416.47

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 1001039:	1,336.23
1001040	6091992 2025-00000160	CITY OF WOODBURN (25) @ 300.00/EA	10/31/2024	7,500.00
			Total for Check Number 1001040:	7,500.00
1001041	012820 000111890300548	COSTCO COSTCO MEMBERSHIP RENEWAL	10/31/2024	130.00
			Total for Check Number 1001041:	130.00
1001042	6091898 12-241063036	CUMMINS SALES AND SERVICE ST 1 GENERATOR COOLANT HEATER	10/31/2024	324.13
			Total for Check Number 1001042:	324.13
1001043	015880 L0059957162	DEPT. OF MOTOR VEHICLES (1) DMV RECORD INQUIRY	10/31/2024	3.35
			Total for Check Number 1001043:	3.35
1001044	032005 300032	G & G AUTO CARE SUPPLY, INC. SOAP FOR ST. 1 WASHRACK	10/31/2024	112.72
			Total for Check Number 1001044:	112.72
1001045	033975 850119223 9277834850	GRAINGER SHOP TOWELS HANDSOAP FOR ST 1	10/31/2024	16.98 140.25
			Total for Check Number 1001045:	157.23
1001046	097300 272008 278009 324939 508648 512927 513331 520495	HI-SCHOOL COBWEB BRUSHES LAUNDRY DETERGENT ST 1 RETRO FIT NEW PRIMER B487 (BUSHING, HARDWARE AND PRIMER B487 SUPPLIES FOR RETRO FIT NEW PRIMER B- HARDWARE NEW PRIMER B487 3 WAY PLUG FOR E485S BATTLE LANTERN	10/31/2024	47.97 12.99 7.98 13.75 47.67 7.99 15.18
			Total for Check Number 1001046:	153.53
1001047	035035 32436 32437 32438	HM DOORS STATION 3 BAY DOOR MAINTENANCE STATION 9 BAY DOOR MAINTENANCE STATION 8 BAY DOOR MAINTENANCE	10/31/2024	265.00 225.00 365.00
			Total for Check Number 1001047:	855.00
1001048	037800 00062	HOME PLACE PIZZA FOR FO1 CLASS	10/31/2024	164.95
			Total for Check Number 1001048:	164.95
1001049	035075 1 1	HRA VEBA TRUST YA462 HRA/VEBA OCT YA462 HRA/VEBA: OCT	10/31/2024 PR Batch 00003.10.2024 YA4 PR Batch 00003.10.2024 YA4	200.00 1,600.00
			Total for Check Number 1001049:	1,800.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
1001050	6091967 1952011	MEDICAL AIR SERVICES ASSOCIATIO COVERAGE NOVEMBER 2024	10/31/2024	1,036.00
Total for Check Number 1001050:				1,036.00
1001051	068450 IN2135656	MES 5"-4" STORZ ADAPTER	10/31/2024	287.50
Total for Check Number 1001051:				287.50
1001052	072925 FY202425-0201	METCOM 9-1-1 DISPATCH SERV. FEE FOR NOVEMBER 202	10/31/2024	8,308.20
Total for Check Number 1001052:				8,308.20
1001053	073835 24-46830	NORTHWEST SAFETY CLEAN CARHARTT JACKET W/ NAME PATCH	10/31/2024	288.89
Total for Check Number 1001053:				288.89
1001054	6091861 39169	OREGON COMMERCIAL TIRE TIRES FOR S423	10/31/2024	1,210.00
Total for Check Number 1001054:				1,210.00
1001055	6091868 47483	OREGON SEWER & DRAIN (4) PORTABLE UNIT SERVICE	10/31/2024	120.00
Total for Check Number 1001055:				120.00
1001056	6091969 262	PACIFIC NORTHWEST HYDRO, LLC HOSE AND LADDER TESTING 2024	10/31/2024	8,801.00
Total for Check Number 1001056:				8,801.00
1001057	6091901 777498	PACIFIC OFFICE AUTOMATION (SALE COPIES 9/7-10/7	10/31/2024	123.68
Total for Check Number 1001057:				123.68
1001058	6091896 5031019699	PACIFIC OFFICE AUTOMATION INC COPY RENTAL 9/1-9/30	10/31/2024	197.01
Total for Check Number 1001058:				197.01
1001059	081050 253815	PAUL'S SMALL MOTORS, INC S413 NEW CARB FOR SUPPORT SERVICE G	10/31/2024	231.08
Total for Check Number 1001059:				231.08
1001060	6091843 853450L	PETERSON TRUCKS INC. E425 AND E435 FUEL FILTER AND STRAINI	10/31/2024	157.32
Total for Check Number 1001060:				157.32
1001061	065870 0280735-IN	PETRO CARD 300GAL DIESEL @ 3.0921/GAL	10/31/2024	929.70
Total for Check Number 1001061:				929.70
1001062	083200 0074320000 2603340000	PORTLAND GENERAL ELECTRIC STAT. 8 ELECTRIC SERV. 9/6-10/7 STAT. 1 ELECTRIC SERV. 9/6-10/9	10/31/2024	250.70 1,251.69

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	3700411000	STAT. 3 ELECTRIC SERV. 9/6-10/7		66.50
	5974190000	STAT. 9 ELECTRIC SERV. 9/6-10/7		40.80
	8950420000	STAT. 2 ELECTRIC SERV. 9/6-10/7		49.53
			Total for Check Number 1001062:	1,659.22
1001063	6091926 378424	PYRAMID FILMS CORP (28) CPR CARDS	10/31/2024	215.32
			Total for Check Number 1001063:	215.32
1001064	6091891 812722	RICKMAR ENTERPRISES INC PEST CONTROL SERVICE 10/15	10/31/2024	145.00
			Total for Check Number 1001064:	145.00
1001065	6091955	RIVER VALDEZ SAVAGE REIMB FOR OPEN HOUSE GROCERY PURC	10/31/2024	93.28
			Total for Check Number 1001065:	93.28
1001066	094000 0376-34 9522	ROTH'S FRESH MARKETS SEPTEMBER SOUTH ASSOCIATION MEETI BREAKFAST FOR ANNUAL TRAINING MTC	10/31/2024	158.43 75.57
			Total for Check Number 1001066:	234.00
1001067	095500 102109272	SAIF CORPORATION SAIF# 100057664: 7/1-10/1	10/31/2024	8,609.26
			Total for Check Number 1001067:	8,609.26
1001068	095050 20745	SCHURTER TRUCKING REPAIR: AIR SEAT SWITCH, AIR BAG SEAT	10/31/2024	177.23
			Total for Check Number 1001068:	177.23
1001069	098720 03-0052823 03-0052823 03-0052823 03-0052823 03-0052823 03-0052823	SDIS MEDICAL: EMPLOYER CONTRIB. NOV LTD: EMPLOYER CONTRIB. NOV MEDICAL: EMPLOYEE CONTRIB. NOV MEDICAL: EMPLOYER CONTRIB. MEDICAL: EMPLOYEE CONTRIB. NOV LTD: EMPLOYER CONTRIB. NOV	10/31/2024 PR Batch 00003.10.2024 MEI PR Batch 00003.10.2024 LTD PR Batch 00003.10.2024 MEI PR Batch 00003.10.2024 MEI PR Batch 00003.10.2024 MEI PR Batch 00003.10.2024 LTD	12,912.53 29.89 84.02 756.23 1,434.72 239.12
			Total for Check Number 1001069:	15,456.51
1001070	096976 21570 816421 817428 817692 817842 819234 820117 820606 820703	SILVER CREEK AUTO PARTS, INC. PREVIOUS BILL CYCLE WIRE BRUSHES B487 AIR BRAKE HOSE AND COUPLINGS B487 FUSE HOLDER D411 BLSTR PK MINIATURE LIGHTS SPARK PLUG STOCK RECRUITING TRAILER TIE DOWN LINE CLAP SET SHOP SUPPLIES (DIESEL ANTIGEL, POWEF	10/31/2024	2.59 12.19 92.52 7.25 7.06 18.14 53.83 14.52 171.35
			Total for Check Number 1001070:	379.45
1001071	6091997 147790	STAYTON SPORTS STORE 13 TRAFFIC VESTS	10/31/2024	65.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	147790	(1) PINK SILVERTON FIRE T SHIRT		16.00
			Total for Check Number 1001071:	81.00
1001072	6092002 1204776	SUMMIT FACILITY SERVICES LLC STRIPPING AND WAXING STATION 1 FLOC	10/31/2024	3,863.02
			Total for Check Number 1001072:	3,863.02
1001073	027039 930943-0001	SUN LIFE FINANCIAL COVERAGE 11/1-11/30	10/31/2024	574.41
			Total for Check Number 1001073:	574.41
1001074	201523 OCTOBER 2024	TOWNSHIP HEALTH DPC (1) FF PHYSICAL	10/31/2024	270.00
			Total for Check Number 1001074:	270.00
1001075	211619 000016A6X1414	UPS POSTAFE FOR GRANGER RETURN	10/31/2024	21.48
			Total for Check Number 1001075:	21.48
1001076	091893 0005407324 0005407324 0005407324	USAbLe LIFE AD&D/LIFE INS. EMPLOYER CONTIB NOV LIFEMAP: EMPLOYEE CONTRIB. NOV AD&D/LIFE INS. EMPLOYER CONTIB NOV	10/31/2024 PR Batch 00003.10.2024 AD PR Batch 00003.10.2024 LIF PR Batch 00003.10.2024 AD	71.40 39.15 2.70
			Total for Check Number 1001076:	113.25
1001077	112435 9975288004	VERIZON WIRELESS K. VEIT CELL SERV.: 10/2-11/1 D. BROWN CELL SERV.: M. HUGHES CELL SERV.: 10/2-11/1 401 IPAD SERV.: 10/2-11/1 485 IPAD SERV.: 10/2-11/1 I. PETERSON CELL SERV.: 10/2-11/1 407 IPAD SERV.: 10/2-11/1 K. MILLER CELL SERV.: 10/2-11/1 C. CANTU CELL SERV.: 10/2-11/1 415 IPAD SERV.: 10/2-11/1 411 IPAD SERV.: 10/2-11/1 423 IPAD SERV.: 10/2-11/1 B. MILES CELL SERV.: 10/2-11/1 482 IPAD SERV.: 10/2-11/1 R. SAVAGE CELL SERV: 10/2-11/1 405 IPAD SERV.: 10/2-11/1	10/31/2024	42.66 42.66 42.66 40.81 40.81 42.66 40.81 42.66 42.66 40.81 40.81 40.81 40.81 42.66 40.81 42.66 40.81 42.66 40.81
			Total for Check Number 1001077:	667.76
1001078	6091829 10/12-11/11	WAVE 056639301-0008873 CONV. BOX	10/31/2024	124.86
			Total for Check Number 1001078:	124.86
1001079	230918 16984	WIRE WORKS LLC SIREN FOR 402	10/31/2024	189.00
			Total for Check Number 1001079:	189.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for 10/31/2024:	67,772.51
			Report Total (59 checks):	81,135.54

General Ledger

Expense vs Budget with Encumbrances



User: Candace
 Printed: 11/7/2024 10:51:34 AM
 Period 01 - 12
 Fiscal Year 2025

Account Number	Description	Budget	End Bal	Encumbered	Available	% Available
25-1-51001	PERSONNEL	747,453.00	227,924.14	0.00	519,528.86	69.51
25-1-51002	EXTRA PERSONNEL	0.00	0.00	0.00	0.00	0.00
25-1-51003	WORKERS COMP COVERAGE	35,000.00	13,992.22	0.00	21,007.78	60.02
25-1-51004	SOCIAL SECURITY	70,492.00	30,967.59	0.00	39,524.41	56.07
25-1-51005	GROUP HEALTH INSURANCE	202,346.00	62,226.52	0.00	140,119.48	69.25
25-1-51006	GROUP LIFE INSURANCE	17,463.00	3,535.03	0.00	13,927.97	79.76
25-1-51007	PERS	283,522.00	91,460.83	0.00	192,061.17	67.74
25-1-51008	UNEMPLOYMENT INSURANCE	1,200.00	3.02	0.00	1,196.98	99.75
25-1-51009	OVERTIME	75,000.00	67,944.97	0.00	7,055.03	9.41
25-1-51010	VOLUNTEERS	85,000.00	110,291.76	0.00	-25,291.76	-29.76
25-1-51012	MEDICAL SAVINGS PLAN	21,600.00	6,363.75	0.00	15,236.25	70.54
25-1-51013	DIRECTORS EXPENSES	500.00	0.00	0.00	500.00	100.00
	PAYROLL RELATED EXP	1,539,576.00	614,709.83	0.00	924,866.17	60.07
25-1-61001	OFFICE SUPPLIES	3,800.00	1,552.59	0.00	2,247.41	59.14
25-1-61002	DUES AND SUBSCRIPTIONS	9,000.00	2,133.95	0.00	6,866.05	76.29
25-1-61003	CONTRACT SERVICES	35,000.00	28,297.86	0.00	6,702.14	19.15
25-1-61004	TELEPHONE	20,000.00	5,091.22	0.00	14,908.78	74.54
25-1-61005	POSTAGE AND FREIGHT	2,500.00	75.62	0.00	2,424.38	96.98
25-1-61006	UTILITIES	48,000.00	11,371.87	0.00	36,628.13	76.31
25-1-61007	ELECTION EXPENSES	4,500.00	0.00	0.00	4,500.00	100.00
25-1-61008	BUILDING MAINT.JANITORIAL	30,000.00	10,522.23	0.00	19,477.77	64.93
25-1-61009	LGIP FEES	50.00	0.20	0.00	49.80	99.60
25-1-61011	ANNUAL AUDIT	9,500.00	8,350.00	0.00	1,150.00	12.11
25-1-61012	EMPLOYEE RECOGNITION	3,500.00	28.00	0.00	3,472.00	99.20
25-1-61013	RECRUITING EXPENSE	2,500.00	0.00	0.00	2,500.00	100.00
25-1-61014	TRAINING SUPPLIES	2,000.00	170.72	0.00	1,829.28	91.46
25-1-61015	TRAINING EXPENSE	75,000.00	18,007.12	0.00	56,992.88	75.99
25-1-61016	CONFERENCE EXPENSE	5,000.00	0.00	0.00	5,000.00	100.00
25-1-61017	SHOP EXPENSE	3,500.00	1,002.95	0.00	2,497.05	71.34
25-1-61018	EMS SUPPLIES	7,000.00	3,043.53	0.00	3,956.47	56.52
25-1-61019	INSURANCE	82,000.00	0.00	0.00	82,000.00	100.00
25-1-61020	CIVIL SERVICE	5,500.00	500.00	0.00	5,000.00	90.91
25-1-61021	TRAVEL EXPENSE	3,000.00	31.44	0.00	2,968.56	98.95
25-1-61022	EQUIPMENT MAINTENANCE	8,000.00	4,258.14	0.00	3,741.86	46.77
25-1-61023	UNIFORM ALLOWANCE	10,000.00	2,171.28	0.00	7,828.72	78.29
25-1-61024	FUELS AND LUBRICANTS	40,000.00	16,272.59	0.00	23,727.41	59.32
25-1-61025	RURAL ADDRESSING	650.00	0.00	0.00	650.00	100.00
25-1-61026	RADIO MAINTENANCE	6,500.00	1,208.82	0.00	5,291.18	81.40
25-1-61027	COMPUTER MAINTENANCE	20,000.00	48.20	0.00	19,951.80	99.76
25-1-61031	LEGAL SERVICES	10,000.00	0.00	0.00	10,000.00	100.00
25-1-61032	FIREFIGHTING CHEMICALS	1,500.00	0.00	0.00	1,500.00	100.00
25-1-61033	APPLIANCES	2,500.00	287.50	0.00	2,212.50	88.50
25-1-61037	ADMINISTRATION SERVICES	30,000.00	6,189.56	0.00	23,810.44	79.37
25-1-61042	SAFETY PROTECTIVE CLOTHING	7,000.00	2,650.18	0.00	4,349.82	62.14
25-1-61044	SMALL TOOLS AND EQUIPMENT	8,686.00	1,267.57	0.00	7,418.43	85.41
25-1-61045	HAZMAT SUPPLIES	500.00	0.00	0.00	500.00	100.00
25-1-61050	DISPATCH SERVICES	99,700.00	41,541.00	0.00	58,159.00	58.33
25-1-61055	MEDICAL MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
25-1-61056	HEALTH AND WELFARE	16,000.00	3,453.71	0.00	12,546.29	78.41
25-1-61057	VEHICLE MAINTENANCE	45,000.00	10,675.09	0.00	34,324.91	76.28
25-1-61060	MAJOR FIRE LOSS EXPENSE	1,000.00	0.00	0.00	1,000.00	100.00
25-1-61063	GRANT EXPENDITURES	136,000.00	7,780.53	0.00	128,219.47	94.28

Account Number	Description	Budget	End Bal	Encumbered	Available	% Available
25-1-61064	EQUIPMENT TESTING	18,000.00	8,801.00	0.00	9,199.00	51.11
25-1-61065	SCBA MAINTENANCE	4,500.00	265.00	0.00	4,235.00	94.11
25-1-61066	INVESTIGATIONS	500.00	0.00	0.00	500.00	100.00
25-1-61070	CONFLAGRATION EXPENSES	1,500.00	459.54	0.00	1,040.46	69.36
25-1-61092	FIRE PREVENTION SUPPLIES	1,500.00	500.64	500.64	498.72	33.25
25-1-61093	FIRE PREVENTION	1,500.00	0.00	0.00	1,500.00	100.00
25-1-61094	HEALTHMEDICAL	15,000.00	911.52	0.00	14,088.48	93.92
25-1-61095	PROTECTIVE EQUIP MAINT	4,000.00	447.29	0.00	3,552.71	88.82
	MATL SUPP & EXP	840,886.00	199,368.46	500.64	641,016.90	76.23
25-1-71001	PROPERTY IMPROVEMENTS MAJOR	20,000.00	376.52	0.00	19,623.48	98.12
25-1-71002	PROTECTIVE EQUIPMENT	50,000.00	2,260.88	0.00	47,739.12	95.48
25-1-71003	MAJOR EQUIPMENT	10,500.00	0.00	0.00	10,500.00	100.00
25-1-71004	COMMUNICATION EQUIPMENT	8,500.00	391.00	0.00	8,109.00	95.40
25-1-71010	EQUIPMENT REPLACEMENT	5,000.00	0.00	0.00	5,000.00	100.00
25-1-71015	HOSE REPLACEMENT	6,500.00	0.00	0.00	6,500.00	100.00
25-1-71138	COMPUTER EXPENSE	25,000.00	7,931.98	0.00	17,068.02	68.27
25-1-71139	TRAINING EQUIPMENT	12,000.00	518.06	0.00	11,481.94	95.68
	CAPITAL OUTLAY	137,500.00	11,478.44	0.00	126,021.56	91.65
25-1-90001	CONTINGENCIES	100,000.00	0.00	0.00	100,000.00	100.00
	CONTINGENCY	100,000.00	0.00	0.00	100,000.00	100.00
25-5-92006	ENDING FUND BALANCE UNAPPROPRIATED	825,000.00	0.00	0.00	825,000.00	100.00
		825,000.00	0.00	0.00	825,000.00	100.00
25-1-91025	TRANSFER OUT (FUND 24)	15,100.00	0.00	0.00	15,100.00	100.00
25-1-91026	TRANSFER OUT (FUND 29)	100,000.00	0.00	0.00	100,000.00	100.00
25-1-91027	TRANSFER OUT (FUND 31)	50,000.00	0.00	0.00	50,000.00	100.00
	TRANSFER OUT	165,100.00	0.00	0.00	165,100.00	100.00
25-1-93001	LEASE PRINCIPAL	0.00	0.00	0.00	0.00	0.00
25-1-93002	LEASE INTEREST	0.00	0.00	0.00	0.00	0.00
	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
Expense Total		3,608,062.00	825,556.73	500.64	2,782,004.63	77.1052

BANK ACCOUNT BALANCE COMPARISON

<u>August 31, 2023</u>		<u>August 31, 2024</u>	
Columbia Bank Checking	\$ 129,561.18	Columbia Bank Checking	\$ 129,149.77
Columbia Bank MM	\$ 426,106.00	Columbia Bank MM	\$ 307,958.67
Local Gov't Pool	\$ 2,082,102.16	Local Gov't Pool	\$ 2,104,408.98
Sub Total	\$ 2,637,769.34	Sub Total	\$ 2,541,517.42
<i>OPERATING BUDGET AHEAD -\$96,251.92</i>			

<u>September 30, 2023</u>		<u>September 30, 2024</u>	
Columbia Bank Checking	\$ 210,594.79	Columbia Bank Checking	\$ 39,602.58
Columbia Bank MM	\$ 428,289.75	Columbia Bank MM	\$ 475,596.87
Local Gov't Pool	\$ 1,844,971.64	Local Gov't Pool	\$ 2,017,374.24
Sub Total	\$ 2,483,856.18	Sub Total	\$ 2,532,573.69
<i>OPERATING BUDGET AHEAD \$48,717.51</i>			

<u>October 31, 2023</u>		<u>October 31, 2024</u>	
Columbia Bank Checking	\$ 279,595.67	Columbia Bank Checking	\$ 86,079.55
Columbia Bank MM	\$ 270,068.27	Columbia Bank MM	\$ 541,257.28
Local Gov't Pool	\$ 1,855,202.06	Local Gov't Pool	\$ 1,778,868.32
Sub Total	\$ 2,404,866.00	Sub Total	\$ 2,406,205.15
<i>OPERATING BUDGET AHEAD \$1,339.15</i>			

Silverton Fire District Board of Directors Meeting Fire Chief Report

Submitted by: Bill Miles, Fire Chief

November 8, 2024

Current Projects:

- Research OFC on fire escape maintenance requirements
- Knox box approval for new residence under construction
- Submit State and Local Cyber Security Grant application for backup and testing software
- Fire code review for City of Silverton project review for a senior housing project
- Fire code review for City of Silverton project review for phase II Westside Gateway project
- Comment on fire access for Silverton Hospital mobile MRI trailer project
- Annual Property Casualty Insurance review in prep for 2025 policy renewal in January
- Fire Alarm/sprinkler testing with Silverton Building Official-Citizen Bank, Senior center

Meetings/Activities:

- Marion County Fire Defense Board Meeting-Oct. 30 Woodburn Fire District
- North Chief's Meeting November 5th, Mt. Angel Fire District.

Staffing/Volunteer Changes-Updates:

- Currently have 71 Volunteers and 9 career staff on the roster.
- Currently have 6 RV's (Resident Volunteers).

Trainings-Held/Attended:

- Attend Weekly EMS & Fire training.

Other Activities/Topics of Interest:

- Current status on carport: Received engineering drawings, work on applying for building permit.
- Annual Fire Prevention Month Open Houses at all stations 2,3,1,8, & 9 week of October 21st

October Snapshot:

October 2024 Calls- 109 29.4% increase over last year

October 2023 Calls- 77

2024 Calls YTD 996 (Jan-Oct) <1% decrease from the same period last year

2023 Calls YTD 1005 (Jan-Oct)



it's about to get



UGLY



join us for an

Ugly Sweater



PARTY



DEC 11 2024



FROM 6:00PM - 8:00PM



Silverton Fire Main Station



819 Rail Way St NE

Silverton, OR 97381



Don't forget a dessert to share!





SILVERTON FIRE DISTRICT

*** MEMORANDUM ***

11/7/2024

TO: Board of Directors
FROM: Bill Miles, Fire Chief
SUBJECT: 2023 FEMA AFG Grant Update

Previously the Board was advised that the District was awarded a 2023 AFG grant to purchase and install 2 new turnout/PPE washer and drying cabinets. The total grant amount is \$55,056.90, Federal share being \$50,051.72 and District share being \$5005.18. This amount was budgeted for within Grant Revenue and Grant Expense.

This memo is to give an update on the process of procuring and installing the PPE cleaning equipment awarded from the 2023 Assistance to Firefighters Grant (AFG).

We have collected quotes from three vendors for the following:

- (2) PPE Turnout washer/extractors
- (2) PPE Drying cabinets
- (2) Cleaning solution injection pump systems
- (2) Hard mount bases

Including Freight, delivery and installation

Tabulation of the three Quotes:

Alliance Laundry Systems-	<u>\$41,148.88</u>
L.N. Curtis-	\$45,663.00
Sea Western Fire Equipment-	\$52,553.54

We have initiated the purchase of the washer and drying cabinets as listed above from Alliance Laundry Systems for \$41,148.88. An \$800 discount from Unimac for the washers was set to expire on October 30th, therefore we initiated the order before the 30th to get the discount.



SILVERTON FIRE DISTRICT
***** MEMORANDUM *****

November 7, 2024

TO: Board of Directors

FROM: Chief Bill Miles

SUBJECT: Update on RAM 5500 Purchase

At the October meeting the Board gave approval to proceed with purchase of a RAM 5500 4x4 chassis from the apparent low bid from Dave Smith Motors. When we went to execute the purchase, we were advised that a mistake had been made and they couldn't honor the quote they had submitted. After getting no response from this bidder to our follow-up questions relating to what their bid would be that they could honor, we need to move forward with the next lowest bid from Power Auto Group Dodge, Sublimity for \$72,317.00 plus title fees if needed and any State fees that may apply.

We have verified with Power Auto Group that their quote is still valid if we can submit the order next week. We have been advised that since Stellantis is at the end of the 2024 MY production run, there is a chance our order may not get picked up for production and may have to be re-submitted for the beginning of the 2025 MY production. If this occurs the unknown is when the 2025 MY production run will start and may mean 2-3% price increase.

Since the apparent low bidder has backed out of his submitted bid and is not responsive to our follow-up questions, we are asking for Board approval to proceed with the quote from Power Auto Group for \$72,317, plus title fees if needed and any State fees that may apply and with a contingency if the 2024 MY order is denied, to be able proceed with submitting the 2025 MY with a possible 2-3% price increase. This unit will be able to be delivered to Sublimity for local pick-up.



SPECIAL DISTRICTS ASSOCIATION OF OREGON

(<https://www.sdao.com/>)

(<https://www.linkedin.com/company/special-districts-association-of-oregon>)

(<https://www.instagram.com/specialdistricts/>) (<https://www.facebook.com/specialdistricts>)

Sign In to the SDIS Website (<https://www.sdis.org>)

Search... Go!

Public Meetings Law Training Requirement – Update

The Oregon Government Ethics Commission (OGEC) has released their webinar training on Public Meetings Law. Registration for this training is now available on [their website \(https://www.oregon.gov/ogec/training/pages/webinars.aspx\)](https://www.oregon.gov/ogec/training/pages/webinars.aspx).

The OGEC Public Meetings Law Training is designed for governing body members subject to Public Meetings Law. This webinar satisfies the training requirement in ORS 192.700. The course content covers the individual responsibilities of governing body members, how statutes apply to holding a public meeting, the grievance process, and an overview of executive session. This session is 2.5 hours long.

If you are interested in attending this webinar, visit the [OGEC live webinar page \(https://www.oregon.gov/ogec/training/pages/webinars.aspx\)](https://www.oregon.gov/ogec/training/pages/webinars.aspx). Scroll down to the bottom to view all upcoming trainings. Choosing the list view on the calendar makes it easier to read which trainings are scheduled. Click on a training and the registration link will be in the pop up window (unless the class is full). Public Meetings Law webinars spots are filling up fast, so register soon.

Update on the Online SDAO Public Meetings Law Training: We have still not heard from OGEC if our training has been approved to be used to meet the training requirement in ORS 192.700. Once we are notified, we will inform members via email.

COPYRIGHT © 2024 SPECIAL DISTRICTS ASSOCIATION OF OREGON

PO BOX 12613, SALEM OR 97309-0613

TELEPHONE (503) 371-8667

[PRIVACY POLICY \(/PRIVACY-POLICY\)](#)

[ADA DISCLOSURE \(/ADA-DISCLOSURE\)](#)

[DISTRICT TRANSPARENCY \(TRANSPARENCY.HTML\)](#)

POWERED BY STREAMLINE ([HTTP://WWW.GETSTREAMLINE.COM/](http://www.getstreamline.com/)) | SIGN IN ([HTTPS://WWW.SDAO.COM/USERS/SIGN_IN?DESTINATION=%2FPUBLIC-MEETINGS-LAW-TRAINING-REQUIREMENT-UPDATE](https://www.sdao.com/users/sign_in?destination=%2FPUBLIC-MEETINGS-LAW-TRAINING-REQUIREMENT-UPDATE))

Oregon Government Ethics Commission - OGEC Upcoming In-Person Trainings

The upcoming in-person trainings listed are being hosted by public bodies that have the space to welcome other public officials to attend. Please register at least one week prior to the training to ensure that there will be enough space for everyone interested.

November 15: City of Keizer, Public Meetings Law

November 15 | Friday | 10:00 AM - 12:30 PM

This interactive 2.5 hour training will cover topics contained in [ORS Chapter 192](#) / [OAR Chapter 199](#). The content will cover the individual responsibilities of governing body members, how the statutes apply to convening a public meeting, a general overview of executive session provisions, and a look at the grievance process.

Attendees who stay for the entirety of the training will meet the training requirement in ORS 192.700 and will receive certificates of completion after the training is completed.

OGEC Public Meetings Law Webinar Confirmation

From Zoom <no-reply@zoom.us>
Date Wed 10/16/2024 9:49 AM
To Candace Cantu <candace.cantu@silvertonfire.com>



Hello CANDACE CANTU,
Thank you for registering for OGEC Public Meetings Law Webinar. You can find information about this meeting below.

OGEC Public Meetings Law Webinar

Date & Time Dec 10, 2024 10:00 AM Pacific Time (US and Canada)
Meeting ID 892 6077 8062



Add to Calendar(.ics) | Add to Google Calendar | Add to Yahoo Calendar

To edit or cancel your registration details, click here.

Please submit any questions to: Webinars@ogec.oregon.gov.

WAYS TO JOIN ZOOM

Join from PC, Mac, iPad, or Android

Join Meeting

If the button above does not work, paste this into your browser:

https://us06web.zoom.us/j/89260778062?tk=PzEP80Ueg4bjdtsT7U14wYtARpPRHlb9Eg6RBILF0Ao.DQcAAAAUyFiiThZCV1dGb2pObvJLU0xuNVIPTWhhWG9BAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA

To keep this meeting secure, do not share this link publicly.

Join via audio

One tap mobile: US: +13462487799,89260778062# or +16694449171,89260778062#

Or dial For higher quality, dial a number based on your current location.
US: +1 346 248 7799 or +1 669 444 9171 or +1 669 900 6833 or +1 719 359 4580 or +1 253 205 0468 or +1 253 215 8782 or +1 507 473 4847 or +1 564 217 2000 or +1 646 931 3860 or +1 689 278 1000 or +1 929 436 2866 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 360 209 5623 or +1 386 347 5053

Meeting ID: 892 6077 8062

International numbers

Thank you!





SPECIAL DISTRICTS
ASSOCIATION OF OREGON

(<https://www.sdao.com/>)

(<https://www.linkedin.com/company/special-districts-association-of-oregon>)

(<https://www.instagram.com/specialdistricts/>) (<https://www.facebook.com/specialdistricts>)

Sign In to the SDIS Website (<https://www.sdis.org>)

Search... Go!

TRAININGS & EVENTS

[\(/TRAININGS\)](#)

[CALENDAR \(/CALENDAR\)](#)

[REGIONAL TRAININGS \(/REGIONAL-TRAININGS\)](#)

[ONLINE TRAINING \(/ONLINE-TRAINING\)](#)

[TRAINING VIDEOS \(/TRAINING-VIDEOS\)](#)

[WEBINARS \(/WEBINARS\)](#)

[ANNUAL CONFERENCE \(/ANNUAL-CONFERENCE\)](#)

Annual Conference

2025 SDAO Annual Conference

Mark your calendar for the 2025 SDAO Annual Conference! We will have over 20 training and educational sessions, networking opportunities, our ever-popular exhibitor trade show, awards banquet, and more! The annual conference is also our member districts' opportunity to send a representative to vote at the caucus meeting and Annual Business Meeting.

Dates

February 6: Pre-Conference Sessions

February 7-9: Annual Conference

Location

Riverhouse on the Deschutes
3075 N Hwy 97 | Bend, Oregon

Registration Rates

Thank you to our sponsors who continue to help us keep the conference affordable for members! We have been able to keep the same rates for over ten years with your generosity.

- Pre-Conference: \$85 Full Day, \$50 Half-Day
- One Day Only (Friday or Saturday): \$140
- Full Conference (Thursday Evening-Sunday Morning): \$230

Hotel Information

Riverhouse on the Deschutes

Rates range from \$120-185/night + tax

Book Online: <https://bit.ly/SDAORoomBlock> (<https://bit.ly/SDAORoomBlock>)

Book by Phone: 541-389-3111

Mention Group: Special Districts Association of Oregon

Red Lion Inn & Suites Deschutes River Bend

Rates range from \$125/night + tax

15 NE Butler Market Rd | 541-388-4114

Book Online: <https://bit.ly/SDAORedLion> (<https://bit.ly/SDAORedLion>)

Registration Information

Registration information will be sent to all members, agents, and affiliates on December 1st.

Sponsor/Exhibitor Information

Sponsor and exhibitor information will be sent by email and available on this site by November 15th.

Questions

Please contact SDAO Member Services at memberservices@sdao.com (<mailto:memberservices@sdao.com>) or 800-285-5461.

Future Conference Dates/Locations

February 5-8, 2026: Seaside Civic & Convention Center, Seaside

February 4-7, 2027: Sunriver Resort, Sunriver

COPYRIGHT © 2024 SPECIAL DISTRICTS ASSOCIATION OF OREGON

PO BOX 12613, SALEM OR 97309-0613

TELEPHONE (503) 371-8667

[PRIVACY POLICY \(/PRIVACY-POLICY\)](#)

[ADA DISCLOSURE \(/ADA-DISCLOSURE\)](#)

[DISTRICT TRANSPARENCY \(TRANSPARENCY.HTML\)](#)

POWERED BY STREAMLINE ([HTTP://WWW.GETSTREAMLINE.COM/](http://www.getstreamline.com/)) | SIGN IN ([HTTPS://WWW.SDAO.COM/USERS/SIGN_IN?DESTINATION=%2FANNUAL-CONFERENCE](https://www.sdao.com/users/sign_in?destination=%2Fannual-conference))