Clackamas Fire District #1

Board Meeting Briefing Packet

June 18, 2018

CLACKAMAS FIRE DISTRICT #1

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To safely protect and preserve life and property

Board of Directors' Meeting
Monday, June 18, 2018
Meeting Location: Mt. Scott Fire Station
6:00 pm

AGENDA

REGULAR SESSION

I. CALL TO ORDER PER ORS 192.610 TO 192.690
ORS 192.650 – The meeting is being recorded.

II. CHANGES TO AGENDA

III. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON MAY 21, 2018 (p. 5)

IV. PUBLIC COMMENT *(The President will call for statements from citizens regarding District business, not to exceed three minutes per person.)*

V. PRESENTATION – ANNUAL WORKERS' COMPENSATION RENEWAL – Agent of Record Jeff Griffin from Wilson-Heirgood Associates

VI. BUDGET HEARING (p. 12)

VII. BUSINESS – Action required

B-1 Request Board Approval of Workers' Compensation Renewal – Human Resources Manager Trish Noble (p. 21)

B-2 Request Board Approval of Resolution 18-01 – Adopting the Budget, Making Appropriations, and Levying Taxes for Fiscal 2018-2019 – Finance Director Christina Day (p. 64)

B-3 Request Board Approval of Resolution 18-02 – Adopting and Appropriating Supplemental Budget for Fiscal 2017-2018 – Finance Director Christina Day (p. 68)

B-4 Request Board Approval of Contract with Wilco for Fueling Services – DC Ryan Hari (p. 72)

VIII. OTHER BUSINESS – No action required. *(These items will be presented individually by staff or other appropriate individuals. A synopsis of each item together with a brief statement of the action being requested shall be made by those appearing on behalf of an agenda item.)*

OB-1 Bond Update – Verbal - Division Chief Mike Corless

OB-2 Board Informational Items

OB-3 Board Committee/Liaison Reports
EMS Committee – Director Cross
Foundation Liaison – Director Trotter
Interagency – Director Joseph/Director Syring
Metro Policy Advisory Committee (MPAC) – Director Trotter

IX. INFORMATIONAL ONLY

A. Divisional Reports

R-1a. Chief's Report – Verbal - Chief Fred Charlton

R-1b Business Services Division – Deputy Chief Doug Whiteley **(p. 75)**
R-1b.1 Fire Prevention – Battalion Chief Brian Stewart **(p. 77)**

R-1c Emergency Services Division – Deputy Chief Ryan Hari **(p. 91)**
R-1c.1 Emergency Medical Services/Training – Division Chief Bill Conway **(p. 94)**
R-1c.2 Operations – Division Chief Mike Corless **(p. 110)**
R-1c.3 Volunteer Services – Volunteer Services Chief Steve Deters **(p. 115)**
R-1c.4 Volunteer Services President's Report – Verbal – President Ryan Kragero

R-1d Financial Services Division – Finance Director Christina Day **(p. 118)**

B. Correspondence (p. 143)

C. Informational Items (p. 147)

D. Next Meeting
The next Board of Directors' meeting will be on Monday, July 16, 2018 at 6:00 pm at Mt. Scott Station 5.

X. REGULAR BOARD MEETING RECESSED

XI. EXECUTIVE SESSION REGARDING LABOR NEGOTIATIONS PURSUANT TO ORS 192.660(2)(d)

XII. REGULAR BOARD MEETING RECONVENED

XIII. ADJOURNMENT

UPCOMING EVENTS:

June 20, 2018 – Recruit Academy 18-02 Graduation – 3:00 pm, Training Center
July 16, 2018 – Regular Board of Directors' Meeting – 6:00 pm, Mt. Scott Station 5
July 17, 2018 – Swearing-in/Promotional Ceremony – 9:00 am
Providence Willamette Falls Community Center
519 15th St.
Oregon City, OR
Aug. 29, 2018 – Annual Board Retreat – 12:00 pm – 5:00 pm
Station 5

Clackamas Fire District #1

REGULAR BOARD OF DIRECTORS MEETING **(This meeting was recorded.)**
May 21, 2018

I. CALL TO ORDER PER ORS 192.610 TO 192.690
ORS 192.650 – The meeting is being recorded.

President Wall called the meeting to order at 6:00 pm.

Present: Board of Directors Jay Cross, Thomas Joseph, Jim Syring, Don Trotter, and Director Marilyn Wall; Chief Fred Charlton; Deputy Chief Ryan Hari; Division Chief Mike Corless; Division Chief Bill Conway; Medical Services Chief Josh Santos; Battalion Chief David Scheirman; Assistant Fire Marshal Brian Stewart; Finance Director Christina Day; Volunteer Services Chief Steve Deters; Volunteer Firefighter Aaron Franchuk; Lobbyist Genoa Ingram from Court Street Consulting; Citizen John Kihlstrum; and Executive Assistant Karen Strejc.

II. CHANGES TO AGENDA
None.

It was noted that a presentation would follow the public comments.

III. APPROVAL OF MINUTES OF JOINT BOARD WORK SESSION WITH ESTACADA RURAL FIRE DISTRICT #69 ON APRIL 11, 2018 AND MINUTES OF THE REGULAR BOARD MEETING ON APRIL 16, 2018

Director Trotter noted that each of the CFD board of directors were noted twice in the minutes from the April 16, 2018 Joint Board Work Session with Estacada Rural Fire District #69. The joint work session minutes were approved as amended.

The Joint Board Work Session on April 11, 2018 minutes listed the CFD board of directors twice. The minutes were approved as amended. Since there were no corrections or additions to the minutes of the regular board meeting on April 16, 2018, the minutes were approved as written.

IV. PUBLIC COMMENT
None.

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PRESENTATION – AWARD OF APPRECIATION FOR DON TROTTER
Director Don Trotter was recognized for his four years of service as the Foundation President. He was presented with a plaque commemorating his service.

VI. BUSINESS

B-1 Request Board Approval of Proclamation 18-02 – Designating the Week of June 17-23, 2018 as 2018 Safety and Health Week

Assistant Fire Marshal Stewart presented Proclamation 18-02, which is an annual event coordinated by the International Association of Fire Chiefs (IAFC) and the International Association of Fire Fighters (IAFF). This year's theme is "Be Aware – Get Checked." Firefighters face many risks such as heart disease, cancer, diabetes, PTSD, and more, and early detection through annual medical checkups and physicals saves lives.

Director Joseph moved and Director Cross seconded the motion to approve Proclamation 18-02 – Designating the Week of June 17-23, 2018 as 2018 Safety and Health Week. The motion passed unanimously.

B-2 Request Board Approval to Surplus Apparatus

DC Hari noted a 2012 ladder truck was requested for surplus. The Fire District was moving towards aerial ladders, which allows for the ladder trucks to be sold in order to recoup the costs. Staff was following the Fire District's Standard Operating Procedure (SOP) regarding the disposal of Equipment. President Wall asked what the bottom line was for the sale of the ladder truck. DC Hari shared that it wouldn't be sold for much less than the estimated value of $600,000. If the District was unable to get a selling price close to the estimated value amount, the District would keep the ladder truck.

Director Cross moved and Director Trotter seconded the motion to approve the surplusing of the apparatus and to approve the Fire Chief to proceed with the disposal of the apparatus in compliance with Fire District policy. The motion passed unanimously.

VII. OTHER BUSINESS

OB-1 Legislative Update

The Oregon Legislature approved House Bill 4301 on Monday, May 21, 2018 giving some small businesses a new tax break, completing its special session in a single day. State analysts projected the reduced tax rates would apply to 12,000 businesses, but only 6,000 would take advantage of it. The bill didn't affect the Fire District.

OB-2 Bond Update

Division Chief Corless reported the following progress on the bond projects:

- Fleet/Logistics building paving was completed.
- Station 16: The roof trusses were up and preparations were being made to sheet the roof.
- Station 19: The footings were poured.

It was reported that all of the bond projects were going well. The Fleet/Logistics building would tentatively be scheduled for completion in August 2018, Station 16 in October 2018, and Station 19 for January 2019.

Administration Building
DC Whiteley received the variance from the City of Milwaukie; however, the property is in unincorporated Milwaukie. The Fire District would need to annex into the city once the building was completed. The building plans were in the beginning stages. DC Whiteley met with Emerick on May 21, 2018. The final design plans would take six months. The construction was tentatively scheduled to be completed by the end of 2019. The construction project wasn't part of the general obligation bond funds.

Director Joseph asked how the Fire District informs the public of the progress of current construction projects. It was noted that such information was distributed through the Fire District's Public Information Office through newsletters, social media, and the website. The construction sites themselves have signs posted explaining they were bond-funded projects.

OB-3 Board Informational Items
Director Joseph reported that the Fire District collaborated with the Clackamas Rotary to install smoke alarms at the Big Valley Woods manufactured home park. There were 30 volunteers from the Rotary and Fire District volunteers helped as well. Residents were informed about the importance of staying safe through working smoke alarms. It was noted that President Wall participated as well.

Director Joseph commented that Fire District staff did an outstanding job and thanked them for helping.

President Wall shared that the Fire District's staff from the Fire Marshal's Office were very helpful.

It was noted that 157 homes were serviced and almost 200 smoke alarms were installed.

OB-4 Board Committee/Liaison Reports
Capital Projects
Director Trotter reported that a meeting was held on April 23, 2018. He noted that Fire District staff was keeping good track of expenditures.

Executive Committee
There was no meeting.

Foundation Liaison
Director Trotter reported the Foundation earned $55,416 from their dinner/auction and cleared $31,000. The event was well attended. The tentative dates for 2019 were March 2 or March 9.

Interagency Committee
There was no meeting. An interagency committee meeting with TVF&R would be held on May 23, 2018. A meeting would be held with the City of Milwaukie on June 13, 2018.

Metro Policy Advisory Committee (MPAC)
Director Trotter reported that there were two MPAC meetings since last month's board meeting, one on April 25 and the other on May 9. No decisions were made, but discussion included urban growth management, the draft regional transportation strategy and emergency technology. During the discussions, it was noted that Clackamas County was a leader in setting aggressive safety targets and was one of the first local governments in the state to develop a safety action plan.

VIII. INFORMATIONAL ONLY

R-1a Chief's Report
Chief Charlton reported the Fire District was working on wildland resources and strengthening through practicing mobilization drills to be effective.

The Public Information Office was continuing to coordinate community events throughout the summer.

Chief Charlton introduced Medical Services Chief Santos.

There were a number of promotions this past week. The Recruit Academy 18-02 were halfway through.

Chief Charlton thanked the board for approving the FY18-19 budget. The Finance staff were working on PERS costs, revenue, and expenditures. The budget would be brought before the Board for approval in June.

Director Cross asked if the Fire District would deploy firefighters out of state to California this season. Chief Charlton noted that California was already in wildland season. The Fire District was willing to help, but would need to ensure enough resources were available to cover the needs of the Fire District.

Chief Charlton noted the Fire District had received some conflagration reimbursements, but was waiting for an additional $300,000.

R-1b Business Services Division
DC Whiteley noted the Fire District was monitoring weather conditions in order to determine how to proceed with fireworks for the holiday. The ordinance in place allowed the Fire District to control the use of legal fireworks.

The annual compliance report was in progress, which would be the Fire District's third annual compliance report for accreditation. DC Whiteley would be meeting with staff to support in their understanding of the changes and what's expected for the next accreditation report.

The Munis software was underway in Phase III and staff were being trained in the Human Resources and Payroll module.

The incident reporting with CAD was upgraded. Data Systems Manager Hopkins, Administrative Technicians Roberts and Toczyski have all done an excellent job in helping with interim connection to retrieve information.

R-1b.1 Fire Prevention
As submitted.

R-1c Emergency Services Division
DC Hari thanked the board for attending the walk-through at the Fleet/Logistics building.

His report was as submitted.

R-1c.1 Emergency Medical Services/Training
Division Chief Conway reported that the Fire District's Community Paramedic AmyJo Cook and her partner with AMR, Community Paramedic Dan Hall, received national attention on the "NBC Nightly News with Lester Holt" in regards to the opioid epidemic and how the county was addressing the issue.

R-1c.2 Operations
As submitted.

R-1c.3 Volunteer Services
Volunteer Services Chief Deters presented his April report that was included in the May board packet.

The Recruit Academy 18-01 completed their written exams and final interviews were scheduled for May 12, 2018.

Volunteer Firefighter/EMT Russel Stoner resigned and enlisted in the military.

R-1c.4 Volunteer Services President's Report
Volunteer Association President Kragero shared that chiefs and Director Syring attend the monthly association meeting on a quarterly basis. Division Chief Corless provided information on MDC use.

Volunteer Association President Kragero was assisting ATO Webster with wildland training.

The Board was invited to ride on the volunteer engine for the Happy Valley 4th of July Parade.

R-1d Financial Services
Finance Director Day shared that staff were reviewing open purchase orders and looking at fiscal year-end. The revenue and cost adjustments would be available next month.

The month of April trended high for salaries, due to conflagration costs for the year. The percentage would improve after deployment reimbursements were received.

It was noted that the Health Trustee Plan may need to use funds from contingency.

President Wall thanked DC Corless and the crew from Station 3's "A" Shift – Lieutenant Brian Baker, Apparatus Operator Andrew Gordian, Firefighter Everett Easton and Firefighter JR Cox- for attending the Oak Grove CPO meeting on April 25th. They provided a presentation of AED and smoke and carbon monoxide detectors and were very informative. She thanked DC Corless for following up with sending some information to the CPO President, who forwarded it on to the rest of the group.

B. Correspondence
Noted.

Citizen, John Kihlstrum, shared about the Fire Cancer Support Network, which is a service available to firefighters going through cancer. The network is supported by the International Association of Fire Fighters (IAFF). Assistant Fire Marshal Stewart shared that more information was available on their website: www.firefightercancersupport.org.

Director Joseph thanked the Fire District for providing hands-only CPR/AED demonstrations at the Clackamas Rotary meeting on May 17, 2018.

C. Informational Items
Noted.

Director Syring commented on the Fire District's new Insurance Service Office (ISO) rating of a two, which was noted in an article included in the informational items. Director Syring shared that he had turned in the new rating to his insurance agency and asked if other citizens had received cost savings as well from the rerating.

D. Next Meeting
The next meeting is on June 18, 2018 at **6:00 pm** at Mt. Scott Station 5.

IX. REGULAR BOARD MEETING RECESSED
The regular board meeting was recessed at 6:52 pm.

President Wall announced there would be a 10-minute break before the beginning of the Executive Session. During the break, Director Syring's birthday was celebrated.

Director Cross welcomed Medical Services Chief Josh Santos.

X. EXECUTIVE SESSION REGARDING LABOR NEGOTIATIONS PURSUANT TO ORS 192.660(2)(d)

President Wall called the Executive Session to order at 7:07 pm.

The Executive Session adjourned at 7:21 pm.

XI. REGULAR BOARD MEETING RECONVENED

President Wall reconvened the regular board meeting at 7:21 pm.

Director Joseph noted that he had heard about a fire museum located in Portland. Chief Charlton shared that the old Belmont Fire Station was now a museum. Director Joseph inquired if Clackamas Fire District had anything similar. Chief Charlton explained that the District provides station tours, but currently the District didn't have a fire service museum. The Oregon City station would make a nice facility for a museum fi the current station could be relocated. Director Joseph requested this idea be placed on a wish list. Director Trotter suggested that it could be discussed at the Board retreat in August.

President Wall thanked DC Conway for the Chain of Survival Ceremony. She felt it was very well don and very moving.

XII. ADJOURNMENT

President Wall adjourned the board meeting at 7:24 pm.

Karen Strejc
Executive Assistant

President Marilyn Wall **Secretary Don Trotter**

CLACKAMAS FIRE DISTRICT #1

To safely protect and preserve life and property

BUDGET HEARING
Monday, June 18, 2018
Mt. Scott Fire Station

1. Call to Order, open meeting: Board President Marilyn Wall
2. Discussion of approved Fiscal 2018-19 Budget
3. General Discussion
4. Close Budget Hearing

FORM LB-1 **NOTICE OF BUDGET HEARING**

A public meeting of the Clackamas Fire District #1, Clackamas County, Oregon will be held on June 18, 2018 at 6:00 __am X pm at 9339 SE Causey Ave, Happy Valley, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2018 as approved by the Clackamas Fire District #1 Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 11300 SW Fuller Rd, Milwaukie, Oregon between the hours of 8 a.m. and 4 p.m. or online at www.clackamasfire.com. This budget is for an _X_ annual __ biennial budget period. This budget was prepared on a basis of accounting that is X_ the same as __ different than the preceding year. If different, the major changes and their effect on the budget are:
See "Statement of Changes" section below.

Contact: Christina Day, Finance Director Telephone: 503-742-2649 Email: christina.day@clackamasfire.com

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2016-2017	Adopted Budget This Year 2017-2018	Approved Budget Next Year 2018-2019
Beginning Fund Balance/Net Working Capital	40,292,875	41,609,148	26,555,539
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	305,983	952,147	412,468
Federal, State and all Other Grants, Gifts, Allocations and Donations	75,846	0	0
Revenue from Bonds and Other Debt	12,482,538	0	0
Interfund Transfers / Internal Service Reimbursements	525,000	865,000	1,120,000
All Other Resources Except Current Year Property Taxes	2,071,328	955,561	2,759,758
Current Year Property Taxes Estimated to be Received	49,789,871	53,135,790	54,908,637
Total Resources	**105,543,441**	**97,517,646**	**85,756,402**
FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	41,823,049	45,328,106	47,534,076
Materials and Services	6,341,133	6,197,051	6,603,868
Capital Outlay	10,241,954	21,858,122	9,059,272
Debt Service	1,759,600	2,216,116	1,969,000
Interfund Transfers	525,000	865,000	1,120,000
Contingencies	0	2,386,326	3,401,016
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	44,852,705	18,666,925	16,069,170
Total Requirements	**105,543,441**	**97,517,646**	**85,756,402**
FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program **FTE** for that unit or program			
Fire Chief's Office	278,502	338,361	331,411
FTE	5.00	2.00	2.00
Emergency Services	37,403,631	42,107,324	44,261,047
FTE	234.08	239.50	236.00
Business Services	7,969,095	8,973,850	9,728,745
FTE	27.50	28.00	36.00
Financial Services	880,002	833,513	719,649
FTE	5.00	6.00	6.00
Not Allocated to Organizational Unit or Program	59,012,211	45,264,598	30,715,550
FTE	0.00	0.00	0.00
Total Requirements	**105,543,441**	**97,517,646**	**85,756,402**
Total FTE	**271.58**	**275.50**	**280.00**

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

FY2018-19 fund balances are expected to decrease significantly as bond proceeds from prior years are spent down on large construction projects.

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2016-2017	Rate or Amount Imposed This Year 2017-2018	Rate or Amount Approved Next Year 2018-2019
Permanent Rate Levy (rate limit $2.4012 per $1,000)	$2.4012 per $1,000	$2.4012 per $1,000	$2.4012 per $1,000
Local Option Levy			
Levy For General Obligation Bonds	$1,702,128	$2,326,922	$1,969,000

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	$25,770,000	$0
Other Bonds	$16,020,000	$0
Other Borrowings	$693,175	$0
Total	$42,483,175	$0

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150-504-073-2 (Rev. 02-14)

Fiscal Year 2018-2019

Schedule of Appropriations

	General	Equipment Replacement	Capital Projects	Capital Construction	PERS Reserve	Enterprise	Debt Service
Personnel Services	47,534,076	-	-	-	-	-	-
Materials & Services	6,603,868	-	-	-	-	-	-
Capital Outlay	902,708	570,500	3,921,516	3,652,548	-	12,000	-
Transfers To Other Funds	750,000	-	-	-	365,000	5,000	-
Contingency	3,376,016	25,000	-	-	-	-	-
Debt Service	-	-	-	-	-	-	1,969,000
TOTAL APPROPRIATION	59,166,668	595,500	3,921,516	3,652,548	365,000	17,000	1,969,000
Unapprop Ending Fund Balance	14,852,251	166,141	107,284	-	689,008	6,186	248,300
TOTAL ADOPTED BUDGET	$74,018,919	$761,641	$4,028,800	$3,652,548	$1,054,008	$23,186	$2,217,300

Total Appropriations	$ 69,687,232
Total Unappropriated	$ 16,069,170
Total Adopted Budget	$ 85,756,402

(These minutes are unofficial until acted upon by the Board of Directors.)

BUDGET COMMITTEE MEETING **(This meeting was recorded.)**
May 3, 2018

MEETING CALLED TO ORDER

Call to Order per ORS 192.610 to 192.710
ORS 192.650 – The meeting is being recorded.

Board of Directors' President Marilyn Wall called the Budget Committee meeting to order at 6:00 pm.

PRESENT: Budget Committee members Director Jay Cross, Director Thomas Joseph, Director Jim Syring, Director Don Trotter, Director Marilyn Wall, Erin Anderson, William Gifford, Rob Wheeler; Chief Fred Charlton; Deputy Chief Ryan Hari; Deputy Chief Doug Whiteley; Division Chief Bill Conway; Division Chief Mike Corless; Finance Director Christina Day; Volunteer Services Battalion Chief Steve Deters; Captain Karl Koenig; Lieutenant Nate Hon; Deputy Fire Marshal Shawn Olson; Inspector Izak Hamilton; Volunteer President Ryan Kragero; and Executive Assistant Karen Strejc. Budget Committee Member Tim Powell had an excused absence.

ROLL CALL/INTRODUCTIONS

Board of Directors' President Wall welcomed everyone and thanked them for attending the meeting.

Board of Directors' President Wall requested a moment of silence in honor of the passing of Boring Board of Director Mike Strickland.

Roll call was taken. Introductions were made by the Budget Committee members and staff.

ELECTION OF BUDGET COMMITTEE OFFICERS

Board of Directors' President Wall opened the nominations for the position of Budget Committee Chairperson.

Don Trotter nominated William Gifford for the position of Budget Committee Chairperson. George Warren moved that the nominations be closed. The vote was taken. William Gifford was unanimously voted, by the Budget Committee members in attendance, to be the Budget Committee Chairperson.

DRAFT

Budget Committee Chairperson William Gifford took over chairing the meeting.

Budget Committee Chairperson Gifford asked for nominations for the position of Budget Committee Recording Secretary.

Don Trotter nominated Rob Wheeler for the position of Budget Committee Recording Secretary. Thomas Joseph seconded the nomination. The vote was taken. Rob Wheeler was unanimously voted, by the Budget Committee members in attendance, to be the Budget Committee Recording Secretary.

BUDGET INTRODUCTION

Chief Charlton welcomed Budget Committee members. He shared that staff and representatives from the Volunteers and Local 1159 were in attendance to help answer questions regarding all divisions and departments.

Chief Charlton shared that Fiscal Year 2017-2018 was coming to a close. The District had seen tremendous successes. Staff was working diligently to finalize spending $34 million in the obligation fund. The construction projects were going well.

The District had received a Staffing for Adequate Fire and Emergency Response (SAFER) Grant that provided six additional firefighters. One was added to each shift at Boring Fire Station #14. A crew of three firefighters was placed at Eagle Creek Fire Station #18 so that it could provide service 40 hours per week. Chief Charlton explained that the challenge will be for the District to be able to totally pay for these six positions in less than three years.

Chief Charlton explained that there was a new contract with American Medical Response (AMR). The Fire District was a subcontractor to AMR to help transport patients to the hospital. He reported that the transport revenue was higher than expected.

The District continued to recruit, promote and train career and volunteer firefighters. This fiscal year 17 new employees were hired.

Chief Charlton explained that the Board of Directors passed a new cost recovery ordinance to help recover costs from various calls the firefighters respond on. Fiscal Year 2018-2019 will be the first full year of collecting revenue.

The District continues to increase in the number of citizens it serves, which causes a higher demand for service. During the past year, there was a 4.75% growth in taxes.

Budget Committee Chairperson Gifford asked if the District did any part-time hiring. Chief Charlton explained that there had been part-time hiring in the past, but those positions had been transitioned to full time or temporary labor was used. Budget Committee Chairperson Gifford also asked how long the SAFER Grant lasted. DC Corless explained that it lasted for three years. The first two years the grant paid 75% of the costs for the firefighters. The third year the grant paid only 25%.

REVIEW OF FISCAL YEAR 2017-2018

DRAFT

Finance Director Day explained that the purpose of the meeting was to receive the budget and budget message, provide an opportunity for the public to ask questions and provide input, and act on staff's request to approve the 2018-19 proposed budget, the tax rate of $2.4012 and the levy for bonded debt of $2,087,140.

Successes

Finance Director Day shared that the District had received all of the money from the bond. Funds were being used for the construction of the new Fleet / Logistics Building, Hilltop Station #16 and Damascus Station #19. The District successfully implemented Munis, an enterprise resource planning software and had almost completed a full year of using it.

The District had implemented using paramedic units. DC Conway explained that the Fire District had traditionally hired dual Firefighter/Paramedics. Staff decided to hire single-role paramedics who respond to emergency medical calls in transport vehicles, frequently without fire engines. This allows the engines to remain available for higher acuity incidents.

South End Road Station #17 was paid off.

Finance Director Day shared that the 2017-2018 Budget had been submitted and it received the Government Finance Officers Association's (GFSOA) Distinguished Budget Presentation Award.

Challenges

Finance Director Day explained that the two challenges that continued from last year were the revenues that were diverted to the urban renewal district and identifying innovative operating models to meet growing demands. Other challenges included station siting to meet future coverage needs, rising pension costs, implementation of the HR/Payroll enterprise resource planning software for January 1 and budgeting with open labor negotiations.

Updates

DC Hari shared that during Fiscal Year 2017-2018, the District had a 5% increase in calls for service. Medical aids calls make up 70% of the service calls. The number of fires were continuing to grow, but on a much slower rate than in the past.

Finance Director Day explained that District personnel went on eight conflagrations. A total of $960,000 would be reimbursed to the District. Staff would be bringing a supplemental budget to the Board of Directors to appropriate revenue until all of the reimbursements were received. The budget was over by $377,926 due to outstanding reimbursements from conflagrations. The reimbursement from the California fire wouldn't be received until after July 1.

DC Corless provided a General Obligation Fund update. The System Development Charges were higher than original anticipated. Staff was trying to keep construction costs to the amount originally budgeted for each project.

DRAFT

Station 16's additional costs were due to the discovery of two wells, an oil tank and numerous enormous boulders. It should be able to be occupied in October 2018

Station 19's additional costs were due to a huge hole found in the ground. The project should be completed with crews being able to occupy it in early 2019.

Approximately $1.8 million over the bond amount will be spent on the construction projects. Plans were to sell the property adjacent to Town Center Station #1 to cover these costs. The reserve ladder unit will be sold as well as some other reserve vehicles.

PRESENTATION AND DISCUSSION OF PROPOSED FISCAL 2019 BUDGET

Finance Director Day explained the changes made to the proposed budget from the Fiscal Year 2017-2018 budget. Previously, the full time employee (FTE's) floaters were budgeted in the Operations replacement line item. It was moved to relevant position line items. Tuition reimbursements were consolidated into Human Resources to provide more oversight. The reimbursement and transport revenues would be noted in order to capture the cost of collections and comply with Generally Accepted Accounting Principles (GAAP). Staff renamed Administrative Services to "Business Services" and implemented the reorganization of departments. The Data Management and Communications Departments were added.

Finance Director Day shared that Station 21 was added as the Damascus Center. Chief Charlton explained that this was the former Damascus Station 19. This could be used by Volunteer Firefighters. The District would like to keep a presence there. The new Station 19 will not have a community meeting room so it would be helpful to keep the old Station 19. There has been $25,000 placed in the budget to accommodate the updates.

Finance Director Day shared that the total budget would be $85,756,402 with the operating budget being $63,197,216.

Finance Director Day explained that the resources for the District's funding included property taxes, which makes up 93% of the District's funding. Other resources included contract income, transport income through contract with AMR, SAFER Grant, transfer revenue fund, and conflagration reimbursement.

Finance Director Day shared that the urban renewal taxes that were diverted from the District was approximately $1,045,000.

Finance Director Day shared that no new full-time staff were included in the new budget. The PERS rates keep going up each year and will be a future challenge. Discussion followed regarding the huge increase the District will currently have to pay in three years. Chief Charlton shared that expenditure reductions could be made next year in the amount of $365,000 to help with the costs.

DRAFT

Finance Director Day explained the potential changes to the budget prior to its adoption. Funds could potentially move from Contingency to salaries upon the settlement of labor negotiations. Contract revenues would be reduced with the termination of the intergovernmental agreement with Estacada Fire District for services provided by Clackamas Fire.

Finance Director Day shared some longer term challenges to the District. These include the replacement of community fire stations – relocation of John Adams Fire Station #15 and Clackamas Fire Station #8. Other challenges include the continual rise in PERS costs, major facility improvements, the locker room for females at Town Center Station #1, and advancement in technology. DC Hari shared that dispatch services was a challenge as Clackamas Fire pays 80% of the fire service share of the cost of services.

PUBLIC COMMENT
None

RECOMMENDATIONS
Budget Member George Warren moved and Budget Member Erin Anderson seconded the motion to approve the budget as presented. The motion passed with affirmative votes from Budget Committee Members Erin Anderson, William Gifford, George Warren, Rob Wheeler, Jay Cross, Thomas Joseph, Jim Syring and Don Trotter. Budget Member Marilyn Wall voted no.

Budget Member George Warren moved and Budget Member Erin Anderson seconded the motion to approve the permanent tax rate of $2.4012. The motion passed unanimously by the Budget Committee members in attendance.

Budget Member Rob Wheeler moved and Budget Member Don Trotter seconded the motion to approve the levy for bonded debt of $2,087,140. The motion passed unanimously by the Budget Committee members in attendance.

There was no need to schedule a second Budget Committee meeting since all motions passed.

ADJOURN
The meeting was adjourned at 7:45 pm.

Karen Strejc
Executive Assistant

DRAFT

Approved by: _____

Recording Secretary, Rob Wheeler

Accepted by:

_____ _____

President, Marilyn Wall **Secretary, Don Trotter**

DRAFT

Clackamas Fire District #1

Memo

To: Board of Directors

From: Human Resources Manager Trish Noble

CC:

Date: June 18, 2018

Re: Workers' Compensation Policy

Action

Staff requests review of workers' compensation proposal and approval of SAIF Corporation policy.

Background

The District's workers' compensation policy period is from July 1st through June 30th and is up for renewal. Wilson-Heirgood Associates (WHA), as the District's Agent of Record for general liability and workers' compensation insurance, requested proposals from the available carriers in Oregon. Similar to last year, two proposals were received and five companies declined to quote. Of the proposals received, one was from our current carrier, SAIF, and the other from Special Districts Insurance Services (SDIS).

There are several determining factors that are used to calculate workers' compensation premiums. Initially, premiums are calculated on the expected payroll for the ensuing year; as personnel service costs increase so do workers' compensation expenses. Once applicable payroll is determined, the base premium is calculated using a pure rate factor based on the job type. The pure premium rate history on Page 13 of the WHA Renewal Proposal demonstrates the changes in the base rates calculated by the National Council on Compensation Insurance (NCCI). The 2018 pure rate is 2.42% in the Firefighters and Drivers Class Code, which is the bulk of the payroll used for calculating premiums.

Last year, SAIF provided a proposal with an experience modifier that was reduced to .77 based on losses for calendar years 2013-2015. For 2018, the experience rate modifier is .96. The Loss History Summary may be referenced on Page 10 of the WHA Renewal Proposal. The same .96 experience modifier was used in both proposals.

SAIF's proposal allows the District to prepay the premium for the year and take a 3.5% discount. This saves the District $27,383 on the policy for an annual estimated premium of $671,687. SDIS's proposal allows the District to prepay the premium for the year and take a 3%

discount, which would save the District $25,003 on the policy for an estimated annual premium of $689,377. The SDIS proposal is approximately $17,690 above that of the SAIF proposal.

In summary this year, the allotted premium amount was $647,113.44. Of this amount, $170,968 was returned to the Fire District in the form of a dividend.

Further consideration should be made regarding the two proposals:

- **Dividends:** Since 2007, the District has received $1,357,720 in dividend revenue from SAIF. Full details of the dividends received by SAIF since 2007 may be found on Page 16 of the WHA Renewal Proposal. While there is no guarantee that further dividends will be declared by SAIF, SDIS no longer offers a workers' compensation dividend. SDIS does offer a multiline discount for the P & C of 4%. SAIF's formula for calculating dividends continues to evolve to include a percentage of standard premium and a percentage based upon loss ratios.

- **Claims Management:** SAIF and SDIS manage their claims differently. Currently, SAIF uses a system where specialists, depending upon the complexity of the claim, manage the claim. SAIF feels that specialty units help to mitigate cost:
  - Medical Only – quickly processes smaller claims
  - Compensability - handles the less complicated claims to closure *
  - Disability – handles claims that are more complicated and may involve time loss*
  - Critical Claims - specialists in areas such as spinal or head injuries
  - 3rd Party Adjusters – reviews claims for potential recovery i.e., MVA's.
  - Nurse Consultants – Each SAIF claims team has a nurse consultant assigned who is available to review claims
  - Vocational Rehabilitation Counselors

  SAIF recognizes the opportunities associated with evolving customer expectations, aging infrastructure and increasingly complex regulatory environment. In response, the claims division embarked on a multi-year transformation effort to improve SAIF's ability to respond to customer needs as well as market changes.

  * In 2018, SAIF will be adopting an *end-to-end* claims management model. This will eliminate the unnecessary handoffs created between the compensability and the disabling adjusters. There will be a dedicated adjuster to minimize these handoffs – but still recognizing when it is still essential when a different level of experience is required.

  SDIS has a very experienced core of adjusters who manage all SDIS claims that are filed. The same adjuster will manage the claim from inception to closure. As an insured, there will be one point of contact.

- **Immediate Response Team:** SAIF's Immediate Response Team can be reached 24 hours a day. This is a team of claims, legal, medical, and investigative specialists. SDIS also has staff that responds 24/7. The team includes the Director of Claims Services and Director of Risk Management Services.

- **Industrial Hygiene:** SAIF's Loss Control Department includes an Industrial Hygienist. There is no cost for their services or for their Hygiene Laboratory Testing. Industrial

hygiene is the science of anticipating, recognizing, evaluating, and controlling workplace conditions that may cause workers' injury or illness. SDIS does not provide this service.

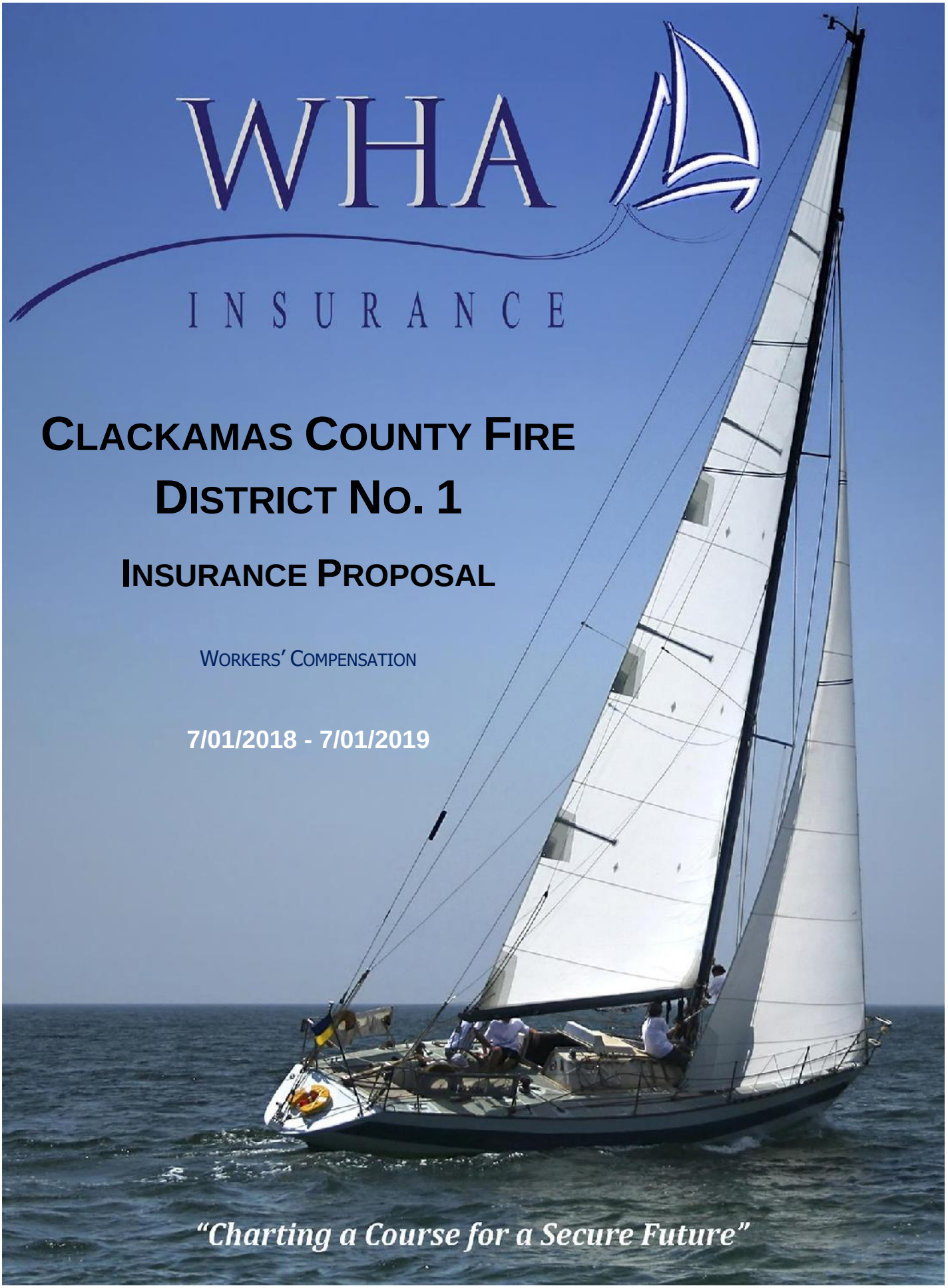
- **Medical Audit of Bills:** All medical bills received by SAIF are reviewed for correct billings. In 2017, SAIF saved policyholders $157.5 million in overcharges. The staff includes audit specialists, medical auditor and nurse utilization reviews who are trained to analyze coding, spot problem billing and audit hospital and surgical bills. SDIS does not provide this service.

- **Legal:** SDIS shares City/County Insurance Services (CIS) legal counsel for their in-house legal work. Outside counsel will handle all workers' compensation cases regarding cancer presumption claims. Cases handled by outside counsel would be an additional cost to the District. SAIF's attorneys handle all claims. They have assigned an attorney who is currently working on all of the cancer presumption cases. SAIF also has research, trial and appellate attorneys on staff.

Budget Implications:
The budget approved by the Budget Committee for Fiscal 2018-19 includes $671,687 for the workers' compensation policy. The budget presented for adoption has been increased to reflect the proposal presented. The total change for renewing the workers' compensation policy with SAIF Corporation an increase of approximately $32,417 which reflects payroll increases from last year as well as the increase in SAIF's rate tier, the increase in the Experience Rating Modifier and the Premium Assessment charge increase from 6.8% to 7.4%.

Policy Implications:
The purchasing policy requires Board approval for any purchase over $50,000. The total purchase price of the workers' compensation policy is $671,687.

Recommendation:
Staff recommends approval of the purchase of the SAIF workers' compensation policy proposed for Fiscal Year 2018-19 in the amount of $671,687.


WHA
INSURANCE
CLACKAMAS COUNTY FIRE DISTRICT NO. 1
INSURANCE PROPOSAL
WORKERS' COMPENSATION
7/01/2018 - 7/01/2019
"Charting a Course for a Secure Future"

WHA INSURANCE

Our Mission **Statement**

To **Lead Our Industry** By Providing Services That **Help Our Clients** Manage And Protect Their Assets

Toll Free **(800) 852-6140** | Local **(541)342-4441** | FAX **(541) 484-5434**

2930 Chad Drive, Eugene Oregon, 97408

AGENCY **PROFILE**

BOARD OF DIRECTORS

Jeff Griffin	CEO
Mark Smith	Secretary
Pat Knox	Board Member

COMMERCIAL LINES

Account Executive	Service Team
Dave Lingenfelder	Christie Montero
Lorin Williams	Lawralie Bunker
Marvin Revaol	Sierra Russell

EMPLOYEES BENEFITS

Account Executive	Service Team
Rich Allm	Katie Klein
Kim Nicholsen	Samantha Buchheit
	Jessica Haas

TRANSPORATION & TRUCKING

Account Executive	Service Team
Mark Smith	Rhonda Delaney
Dave Lingenfelder	Tina Sams
Catrina Stanks	Alison Smith
Mike Note	Raelynn Mason
	Nic Cahill

PUBLIC ENTITIES

Account Executive	Service Team
Jeff Griffin	Kelly McCorkle
Jake Stone	Karisa Cary
	Steve Silva
	Nathan Cortez
	Jane Austin
	Nicole Delaney

WORKERS' COMPENSATION

Account Executive	Service Team
Pat Knox	Betty Berry
Jennifer King	Abigail Brown
Tammy Jeffries	Stephani Kunce

PERSONAL LINES

Account Executive	Service Team
Nathan Cassube	Dawn Sederlin
	Brian Anacker

PROCESS /QUALITY ASSURANCE

Manager	Service Team
Travis Newman	Tasha Silva
	Stephen Klabo
	Rebecca Menke
	Kevin Mackin

YOUR **SERVICE TEAM**
WORKERS' COMPENSATION

It is our desire to work with you and your personnel to establish direct, efficient communications with our office. We are committed to serving your insurance needs with excellence.

TAMMY JEFFRIES, CPIA
ACCOUNT EXECUTIVE
tjeffries@whainsurance.com
DIRECT (541) 284-5859
CELL (541) 554-2101

ABBEY BROWN
ACCOUNT MANAGER
abrown@whainsurance.com
DIRECT (541) 284-5838

BETTY BERRY
CLAIMS CONSULTANT
bberry@whainsurance.com
OFFICE (541) 342-4441

CONTACT US!

LOCAL OFFICE
(541) 342-4441
TOLL FREE
(800) 852-6140
FAX
(541) 484-5434

2930 CHAD DRIVE,
EUGENE OR 97408

www.WHAINSURANCE.com

SERVICES **WE OFFER**

Loss Control Evaluation

Compliance with Americans With Disabilities Act (ADA) in hiring

New Hire Application Forms & Procedures

Monthly Claims Review

Unit Stat Review

Experience Modifier Calculation

CompTips

Assist with OSHA Compliance

Hazard Communication

Safety Committees

Substance Abuse Programs

Written Job Descriptions

Competitive Quotes and Plan Comparisons

Road Observation Reports

“Safety Talks” for Safety Committees

Class Code Review

$2,000 Nondisabling Claims Reimbursement Analysis

PROGRAM **INFORMATION**

The following pages constitute what we refer to as a Proposal of **Insurance.**

The coverage, definitions and limits explained hereafter is a simplified outline of the insurance policies we recommend.

THE POLICY ITSELF SHOULD BE USED AND READ FOR EXACT COVERAGES, DEFINITIONS, CONDITIONS AND EXCLUSIONS PERTAINING TO YOUR SPECIFIC INSURANCE PROGRAM, COVERAGE MAY DIFFER BY STATE

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CLACKAMAS FIRE DISTRICT #1

WORKERS' **COMPENSATION COVERAGE**

EFFECTIVE DATES

7/01/2018 – 7/01/2019

STATES COVERED

Oregon

LIMITS OF INSURANCE

Workers' Compensation Insurance: Part One

Exclusive Remedy means that if any injury is work related, it is covered, regardless of who is at fault. The employee can't sue the employer for workplace accidents and illnesses and the employer can't frivolously deny claims.

Employers Liability: Part Two	
Bodily Injury by Accident	$ 500,000 each accident
Bodily Injury by Disease	$ 500,000 each employee
Bodily Injury by Disease	$ 500,000 policy limit

Employers Liability coverage protects your company should an employee claim that his or her injury or illness was caused by your company's negligence or failure to provide a safe workplace.

PREMIUM BASIS **(auditable)**

Remuneration

PREFERRED WORKERS

None

LOCATIONS

Mailing	11300 SE Fuller Rd Milwaukie, OR 97222-1124	Clackamas	503.742.2605	
Principal Business	11300 SE Fuller Rd Milwaukie, OR 97222-1124	Clackamas	503.742.2605	
Business	49001 South End Road Oregon City, OR 97045	Clackamas	503.742.2617	
Business	19340 Molalla Ave Oregon City, OR 97045-4545	Clackamas		
Business	624 7th Ave Oregon City, OR 97222	Clackamas		
Business	2930 Oak Grove Blvd Milwaukie, OR 97267-1334	Clackamas		
Business	3200 SE Harrison St Milwaukie, OR 97222-6537	Clackamas		
Business	6600 A SE Lake Rd Milwaukie, OR 97222-2140	Clackamas		
Business	18265 S Redland Rd Oregon City, OR 97045-8823	Clackamas		
Business	15990 SE 130th Clackamas, OR 97015-8902	Clackamas		
Business	22024 S Beavercreek Rd Beavercreek, OR 97004-7685	Clackamas	503.632.3232	
Business	16100 SE 130th Ave Clackamas, OR 97015-8953	Clackamas		
Business	18081 S Harding Rd Oregon City, OR 97045-9698	Clackamas		
Business	300 S Longview Way Oregon City, OR 97045-1314	Clackamas		
Business	12900 SE King Rd Portland, OR 97236-6205	Multnomah		
Business	25675 S Beavercreek Rd Beavercreek, OR 97004-9633	Clackamas		
Business	22295 S Lower Highland Rd Beavercreek, OR 97004-9727	Clackamas		
Business	20100 SE Hwy 212 Damascus, OR 97089	Multnomah		
Business	28655 SE Highway 212 Boring, OR 97009-9122	Clackamas		
Business	32200 SE Judd Rd Eagle Creek, OR 97022-9762	Clackamas		
Payroll	Clackamas County Fire District No 1 Thia Barth 9339 SE Causey Ave Happy Valley, OR 97086-7546	Clackamas		
Audit	9339 SE Causey Ave # 5 Happy Valley, OR 97086-7546	Clackamas	503.742.2648	
Claims	Tricia Noble 11300 SE Fuller Rd Milwaukie, OR 97222-1124	Clackamas	503.742.2959	503.742.2847

UNDERSTANDING YOUR **RATES**

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Rates and rate tiers

Class codes
Class codes are four-digit numbers assigned to similar business risks such as logging, construction, and office clerical. Each class code has its own pure rate.

Pure rate
Premium is paid based upon an employer's payroll. The rate begins with the pure rate, which is the amount needed per $100 of payroll for each class code to cover forecasted losses.

Rate tiers
A rate tier is an additional premium charge applied to the pure rate. Employers are assigned one of six SAIF rate tiers. Your assigned rate tier is based on your:

- Loss history
- Risk control programs
- Premium size
- And possibly other factors

ER Mod
Your premium also may be further adjusted if you qualify for an Experience Rating Modification (ER Mod). Your ER Mod is a ratio of your actual losses to expected losses when compared to similar companies. It acts as a multiplier to increase or decrease your premium. For example, your ER Mod is 1.0 if you are at the industry average.

Effectively managing safety and claims can directly affect your ER Mod, and, in turn, how much you pay for insurance.

LOSS **HISTORY SUMMARY**

Policy Year	# of Claims	Incurred Losses
2017*	31	$159,477
2016	38	$344,933
2015	35	$1,526,290
2014	30	$176,855
2013	17	$42,477
Total:	**151**	**$2,250,032**
	Average Number of Claims	30.2
	Average Cost per Claim	$14,901
	Average Cost per Year	$450,006

2018
0.96

2017
0.77

**Claims list as of 5/29/2018*

Policy Savings Report

Policy: 431322 - Clackamas County Fire District No. 1
Policy Period(s): 07/01/2013 - 07/01/2018
Payments as of: 05/29/2018

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Medical Savings

Claim Status	Claim Count	MCO Count	MCO %	Bill Count	Average Bill	Amount Charged	Amount Paid	Medical Savings	Savings
Accepted	135	67	50 %	1,384	$933	$1,291,945	$599,976	$691,969	54 %
Denied	14	0	0 %	73	$1,112	$81,207	$11,365	$69,843	86 %
Total	**149**	**67**	**45 %**	**1,457**	**$942**	**$1,373,152**	**$611,341**	**$761,811**	**55 %**

Claim Disposition Agreements and Disputed Claim Settlements

Settlement Type	Claim Count	Amount
CDA Settlement	1	$12,000
DCS Settlement	1	$6,500

Employer at Injury Program Reimbursements and 3rd Party Recoveries

Savings Type	Claim Count	Amount
3rd Party Recoveries	0	$0
EAIP Reimbursements	19	$77,424

Note: Medical savings are the difference between the amount charged and the amount allowed and paid by SAIF. Savings are not calculated until 45 days after the completion date of each bill. Data is available for policy periods starting on or after 01/01/2005.

WHA INSURANCE

POLICY **PERFORMANCE**

Policy: 431322 - Clackamas County Fire District No. 1
Legal Name: Clackamas County Fire District No. 1

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Policy Details

Status: Active
Market Type: Voluntary
Relation Type:
Rate Acct:
Orig Cov Date: 07/01/1984
Cont Cov Date: 07/01/1984
Business Type: Fire Protection
Entity: Political Subdivision: District
WCD Number: 5710272
NCCI Number: 360125955
EIN: 93-1044031
Principal Class: 7710
NAICS Code: 922160
Office: Portland
Agency: Wha Insurance Agency Inc
Underwriter: Erin C Matot
SMC: Ed A Hoeffliger
Last Audit: 07/01/2016 - 07/01/2017

Current Policy Period Details

Period Status: Open
Effective Date: 07/01/2017
Expiration Date: 07/01/2018
Cancel Date:
ARD: 07/01/2017
Sales Plan: Guaranteed Cost
ELCB Limits: 500,000/500,000/500,000
ND Reimb: 07/01/2017 - 07/01/2018 Annually
Group:
Group Type:
Rating Plan: ERP - 0.77
Tier: F - 1.4200
Rpt Freq / Pmt: Annually / RGN PPAY GC - A

Policy Period History

Policy Year	Mod	Payroll	Claim Freq	Standard Premium	Tier
2017	0.77	27,412,707	0.12	720,766	F
2016	0.85	26,360,860	0.14	684,310	E
2015	0.79	25,525,218	0.14	647,113	E
2014	1.04	22,889,492	0.13	732,509	E
2013	1.04	19,177,404	0.09	585,292	E

Gaps in Coverage

No gaps in coverage for this policy.

Policy Performance History

Policy Year	Prorated Premium	Paid Losses	Incurred Losses	Paid/ Std	Inc/ Std	Clm Count	Exp Clm Count	Paid TL	Paid Med	ND Reimb	TL Count	Exp TL Count	TL Day
2017	649,410	91,499	159,477	14%	24%	31	41.07	25,536	65,963	0	16	16.95	153
2016	684,310	308,899	344,933	45%	50%	38	48.29	60,218	205,473	-11,843	20	19.77	455
2015	647,113	466,119	1,526,290	72%	236%	35	49.17	178,126	265,516	-5,225	20	20.38	899
2014	732,509	168,067	176,855	23%	24%	30	39.70	60,521	88,002	0	11	15.24	474
2013	585,292	42,477	42,477	7%	7%	17	30.41	22,560	18,192	-6,917	5	11.54	230

Number of Claims Received in Last Five Policy Years

Claim Type	Count
Disabling	63
Nondisabling	80
PPD	9
Total	**152**

Claim Status	Count
Closed	126
Denied	14
New	2
Open	9
Void	1
Total	**152**

Policy_ViewPolicy_PolPerfSummary
Page 1 of 1

[1] A claim is "Timely" if the 801 or 827 is received by SAIF within five days of the employer's date of knowledge of the injury.
^ Designates a preferred worker.

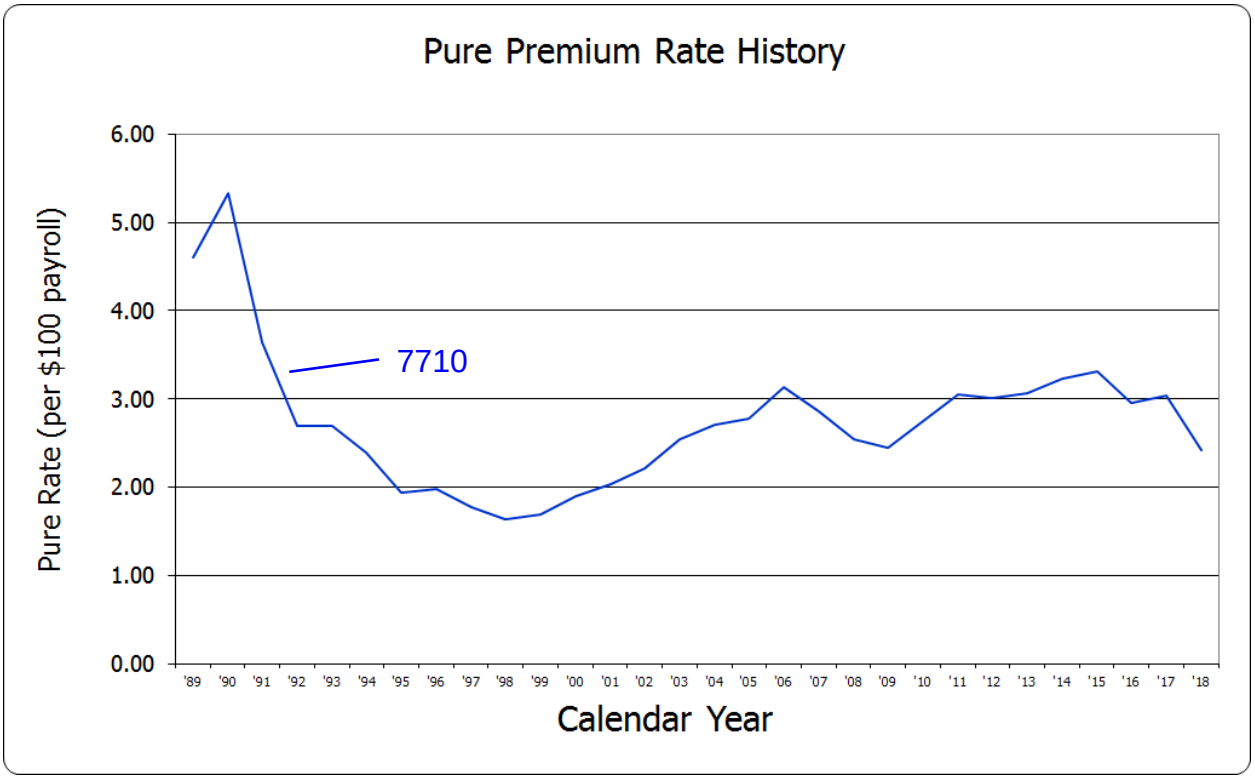
Data as of 05/30/2018
Created on 05/30/2018

PURE **PREMIUM RATE HISTORY**

PURE PREMIUM is the estimated rate per $100 of payroll that it will take to pay for claims. To determine the rates they charge the policyholder, the insurance carrier multiplies the pure rate by a factor (expense load factor) to allow for risk, profit and overhead. Pure premiums are calculated by the National Council on Compensation Insurance (NCCI). Expense Loading Factors and Pure Rates are approved by the Oregon Department of Consumer and Business Services (DCBS).

CLASS CODE: 7710 FIREFIGHTERS AND DRIVERS

'89	'90	'91	'92	'93	'94	'95	'96	'97	'98	'99	'00	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	'11	'12	'13	'14	'15	'16	'17	'18
4.60	5.33	3.64	2.69	2.69	2.39	1.94	1.98	1.78	1.64	1.70	1.90	2.04	2.21	2.54	2.71	2.78	3.13	2.86	2.54	2.45	2.75	3.05	3.01	3.06	3.23	3.32	2.95	3.04	2.42



SAIF **RENEWAL QUOTE**

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CLACKAMAS COUNTY FIRE DISTRICT NO. 1

Premium estimate for Guaranteed Cost Plan

Period: 07/01/2018 - 07/01/2019 **Policy:** 431322

Plan: 3

Class	Description	Estimated Payroll	Rate	Estimated Premium
7090 M	Vessels-Boat Livery-State Act	$35,000	8.55	$2,993
7710	Firefighters And Drivers	$22,413,443	3.53	$791,195
8411	Vol Frmn @ 1000/Mo Ea	$1,080,000	1.24	$13,392
8742	Salesperson-Outside-No Delivery	$1,632,799	.20	$3,266
8810	Office Clerical	$3,441,627	.12	$4,130
2704	Wildland Fire Fighting & Drivers	$0	9.37	$0
8411	Explorer Scouts	$0	1.24	$0
8411	Vol Water Tenders @ 800 Mo/Ea	$0	1.24	$0
8411	Vol Chaplains @ 800/Mo Ea	$0	1.24	$0
8411	Vol Rehab Workers @ 800/Mo Ea	$0	1.24	$0
8810	Vol Office Clerical	$0	.12	$0
8810	Vol Board Members	$5,000	.12	$6

Total Payroll	$28,607,869		
Manual Premium			$814,981
Experience Rating Modification		x	.96
Modified Premium			$782,381
Annual Prepay Discount (3.5%)		-	$27,383
Standard Premium			$754,998
Premium Discount		-	$133,725
Discounted Premium			$621,273
Terrorism Premium		+	$1,430
Catastrophe Premium		+	$2,861
DCBS Premium Assessment @ 7.4%		+	$46,123
Total Premiums and Assessments			$671,687
Annual Prepay Installment			$671,687

Premium discount schedule		
First	$5,000	0.0%
Next	$10,000	10.5%
Next	$35,000	16.5%
Over	$50,000	18.0%

RENEWAL **YEAR COMPARISON**

Premiums are based upon estimated payrolls and experience modifier.

				2017		2018
Code	**Description**	**Payroll**	**Rate**	**Premium**	**Rate**	**Premium**
7090M	Vessels-Boat Livery-State Act	35,000	8.61	3,014	8.55	2,993
7710	Firefighters And Drivers	22,413,443	4.32	968,261	3.53	791,195
8411	Vol Frmn @ 1000/Mo Ea	1,080,000	1.73	18,684	1.24	13,392
8742	Salesperson-Outside-No Delivery	1,632,799	0.26	4,245	0.20	3,266
8810	Office Clerical	3,441,627	0.14	4,818	0.12	4,130
2704	Wildland Fire Fighting & Drivers	0	11.27	0	9.37	0
8411	Explorer Scouts	0	1.73	0	1.24	0
8411	Vol Water Tenders @ 800 Mo/Ea	0	1.73	0	1.24	0
8411	Vol Chaplains @ 800/Mo Ea	0	1.73	0	1.24	0
8411	Vol Rehab Workers @ 800/Mo Ea	0	1.73	0	1.24	0
8810	Vol Office Clerical	0	0.14	0	0.12	0
8810	Vol Board Members	5,000	0.14	7	0.12	6
		Total Payroll: 28,607,869				
			Manual Premium	999,029		814,981
			Experience Modifier	0.77		0.96
			Standard Premium	769,252		782,381
			Annual Prepay Discount (3.5%)	26,924		27,383
			Modified Premium	742,328		754,998
			Volume Discount	131,392		133,725
			Net Premium	610,936		621,273
			Terrorism	2861		1430
			Catastrophe	2861		2861
			DCBS 6.8%/7.4%	41,933		46,123
			TOTAL PREMIUM	$658,591		$671,687
			Difference		$13,096	

Final Premium Determined at Audit

No DCBS assessment on ELCB premium
1.42/1.46

DIVIDEND BY POLICY YEAR

Policy Dividend History

Policy Name: CLACKAMAS COUNTY FIRE DISTRICT NO. 1
Policy: 431322

Declaration day	Policy period	Standard premium	Loss ratio	Premium dividend factor	Loss dividend factor	Total dividend factor	Premium dividend amount	Loss dividend amount	Computed dividend amount
09/13/2017	07/01/2015	$647,113.44	36.97%	21.38%	5.04%	26.42%	$138,353	$32,615	$170,968
09/14/2016	07/01/2014	$732,508.72	20.44%	21.99%	3.58%	25.57%	$161,079	$26,224	$187,303
09/09/2015	07/01/2013	$585,291.61		22.66%		22.66%	$132,627		$132,627
09/10/2014	07/01/2012	$506,462.95		34.69%		34.69%	$175,692		$175,692
09/18/2013	07/01/2011	$497,770.88		29.64%		29.64%	$147,539		$147,539
09/12/2012	07/01/2010	$471,953.15		37.42%		37.42%	$176,605		$176,605
06/15/2011	07/01/2008	$834,245.9		18.71%		18.71%	$156,087		$156,087
11/10/2010	07/01/2008	$397,400.74		23.75%		23.75%	$94,383		$94,383
03/10/2010	07/01/2007	$381,688.75		20.79%		20.79%	$79,353		$79,353
11/09/2007	07/01/2005	$294,708.48		12.61%		12.61%	$37,163		$37,163
						Totals	**$1,298,881**	**$58,839**	**$1,357,720**

*It is unlawful in Oregon for an insurer to promise to pay policyholder dividends for any unexpired portion of the policy term or to misrepresent the conditions for dividend payment. Dividends will be due and payable only for a policy period that has expired, and only if declared by and under conditions prescribed by the Board of Directors of the Insurer. Furthermore, it is an unlawful rebate and a violation of the Oregon Insurance Code for an insured or a representative of an insured knowingly to accept a dividend pursuant to a promise to pay policyholder dividends if the promise is made before the policy is issued or if the promise is made for any unexpired portion of a policy period.

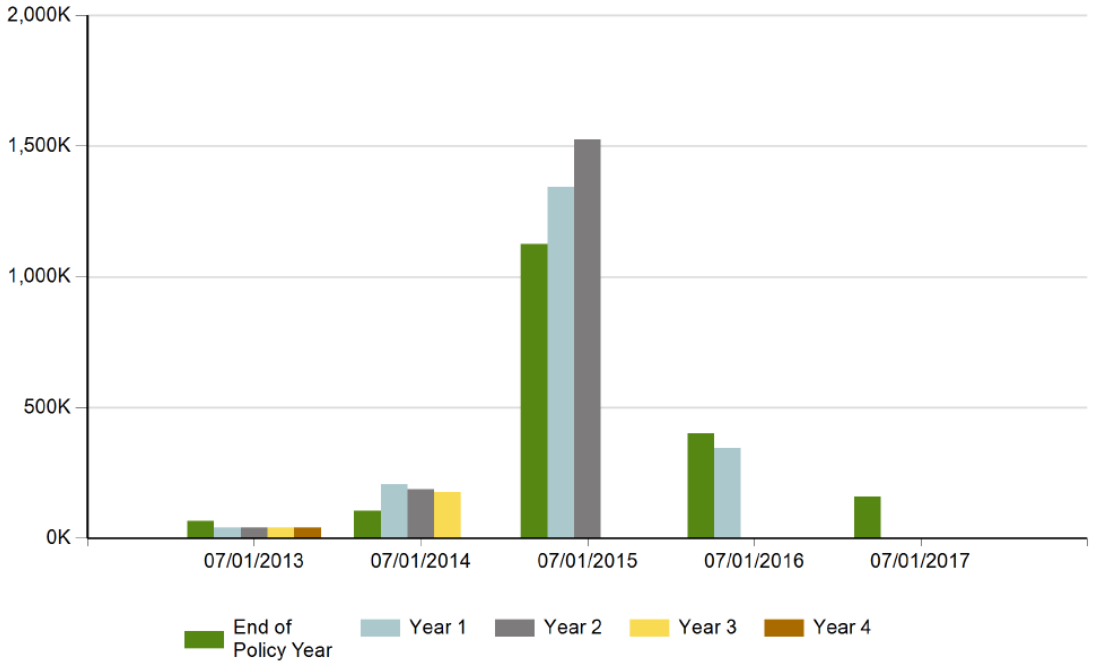
SAIF **LOSS DEVELOPMENT**

saif Work. Life. Oregon.

431322 CLACKAMAS COUNTY FIRE DISTRICT NO. 1

Cumulative Loss Development

Period Effective Date	Last Coverage Thru Date	End of Policy Year	Year 1	Year 2	Year 3	Year 4
07/01/17	06/30/18	159,622	0	0	0	0
07/01/16	06/30/17	401,089	344,932	0	0	0
07/01/15	06/30/16	1,125,797	1,343,169	1,526,290	0	0
07/01/14	06/30/15	105,238	207,791	186,643	176,855	0
07/01/13	06/30/14	66,828	42,441	42,476	42,476	42,476



Loss Development by Year

Period Effective Date	Last Coverage Thru Date	End of Policy Year	Year 1	Year 2	Year 3	Year 4	Total Incurred Losses	% Change from EOY
07/01/17	06/30/18	159,622	0	0	0	0	159,622	0.00%
07/01/16	06/30/17	401,089	-56,157	0	0	0	344,932	-14.00%
07/01/15	06/30/16	1,125,797	217,372	183,121	0	0	1,526,290	35.57%
07/01/14	06/30/15	105,238	102,553	-21,148	-9,789	0	176,855	68.05%
07/01/13	06/30/14	66,828	-24,386	35	0	0	42,476	-36.44%
Totals:		**$1,858,573**	**$239,382**	**$162,008**	**-$9,789**	**$0**	**$2,250,175**	**21.07%**

UWR0008: http://reports.saif.com/sites/reports/Corporate/Loss Development.rdl
Filter Details: Excludes preferred worker and policy period statuses of Prerenewal, Period of No Coverage, Application, Finalized Application to be Processed, Prerenewal Finalized and Renewal Finalized.

Created On: 06/04/18
Page 1 of 1

SDAO **QUOTE**

SDIS SPECIAL DISTRICTS INSURANCE SERVICES

Proposal Number: 33W52015-11
Proposal Date: 5/24/2018

Effective Date: 7/1/2018
Expiration Date: 6/30/2019

Named Participant:
Clackamas County Fire District #1
11300 SE Fuller Rd
Milwaukie, OR 97222-1124

Agent of Record:
WHA Insurance
2930 Chad Dr
Eugene, OR 97408

Class	Description	2018-2019 Rate	2018-2019 Estimated Payroll	2018-2019 Contribution
7090	Boat Livery - Boats Under 15 Tons	5.70	$35,000	$1,995.00
7710	Firefighters	3.63	$22,413,443	$813,607.98
8411	Municipal Volunteers- Firefighters and Police	1.28	$1,080,000	$13,824.00
8742	Director/Sales/Collectors	0.21	$1,632,799	$3,428.88
8742B	Board Member Coverage	0.27	$5,000	$13.50
8810	Clerical Office Employee	0.12	$3,441,627	$4,129.95

Manual Contribution:		$836,999.31
Experience Modification:	x	0.96
Modified Contribution:	=	$803,519.32
Contribution Volume Credit:	-	$142,458.48
Underwriting Adjustment:	x	
Terrorism Exposure Contribution:	+	2,861.00
Standard or Minimum Contribution:	=	$663,921.83
State Assessment - 7%:	+	$50,458.06
Estimated Workers' Compensation:	=	$714,379.89
Employers Liability Coverage:	+	
Net of Commission Discount:	-	$0.00
Pro Rate Factor:	x	1.00
Pro Rated Contribution:	=	**$714,379.89**

To effect coverage, please sign, date and return this form before requested effective date. Fax is acceptable. This Proposal does not bind coverage. Named Participant must be a member of SDAO to bind coverage.

SDIS SPECIAL DISTRICTS INSURANCE SERVICES

Proposal Number:	33W52015-11	**Effective Date:**	7/1/2018
Proposal Date:	5/24/2018	**Expiration Date:**	6/30/2019

Select one of the following payment plans:

Quarterly Discounted Payment Plan	**$707,236.09**
$176,809.02 due by August 1, 2017 $176,809.02 due by October 1, 2017 $176,809.02 due by January 1, 2018 $176,809.02 due by April 1, 2018	
Annual Discounted Payment Plan - payment due August 1, 2017	**$689,376.60**
If payment is made after August 1, 2017 then no discounts apply.	**$714,379.89**

To effect coverage, please sign, date and return this form before requested effective date. Fax is acceptable. This Proposal does not bind coverage. Named Participant must be a member of SDAO to bind coverage.

Accepted by: _____
Authorized Representative/Agent

Date: _____
Requested Effective

Please Remit To: Special Districts Insurance Services
PO Box 12613
Salem, Oregon 97309-0613

Contact: underwriting@sdao.com
Phone: (800) 285-5461
Fax: (503) 371-4781

CARRIER **COMPARISON**

			SAIF		SDAO	
Code	Description	Payroll	Rate	Premium	Rate	Premium
7090 M	Vessels-Boat Livery-State Act	35,000	8.55	2,993	5.70	1,995
7710	Firefighers And Drivers	22,413,443	3.53	791,195	3.63	813,608
8411	Vol Frmn @ 1000/Mo Ea	1,080,000	1.24	13,392	1.28	13,824
8742	Salesperson-Outside-No Delivery	1,632,799	0.2	3,266	0.21	3,429
8810	Office Clerical	3,441,627	0.12	4,130	0.12	4,130
2704	Wildland Fire Fighting & Drivers	0	9.37	0	6.42	0
8411	Explorer Scouts	0	1.24	0	0.85	0
8411	Vol Water Tenders @ 800 Mo/Ea	0	1.24	0	0.85	0
8411	Vol Chaplains @ 800/Mo Ea	0	1.24	0	0.85	0
8411	Vol Rehab Workers @ 800/Mo Ea	0	1.24	0	0.85	0
8810	Vol Office Clerical	0	0.12	0	0.08	0
8810	Vol Board Members	5,000	0.12	6	0.27	14
	Total Payroll	28,607,869				
	Manual Premium			814,981		836,999
	Tentative Experience Modifier			0.96		0.96
	Standard Premium			782,381		803,519
	Annual Prepay Discount (3.5% / 3%)			27,383		25,003
	Modified Standard Premium			754,998		778,516
	Less: Volume Discount			133,725		142,458
	Net Premium			621,273		636,058
	Terrorism			1430		2861
	Catastrophe			2,861		0
	DCBS (7.4% / 7)			$46,123		$50,458
	TOTAL PREMIUM			$671,687		$689,377
	Difference				$17,690	

SELF-**INSURED ANALYSIS**

ANALYSIS OF WORKERS' COMPENSATION INSURANCE OPTIONS

	FULLY INSURED PLAN	SELF INSURED
PREMIUM		
Standard Premium	_____	_____
Group Discount (if any)	_____	_____
Guaranteed Cost	_____	_____
Employer Liability	_____	_____
Surety Bond Premium	N/A	_____
Other endorsed Coverages	Varies	_____
(Volunteers, Waivers)		
ADMINISTRATION		
Statistical Reporting	Included	_____
Management Reports	Included	_____
Group Dues (If Any)	_____	_____
CLAIMS MANAGEMENT		
Paid Claims Costs	Included	_____
Incurred Claims Costs	Included	_____
Claims Management Fee	Included	_____
Medical Bill Audit Services	Included	_____
MCO Services (Varies per claim)	_____	_____
Investigation Services	Included	_____
Third Party Services	Included	_____
Sub Rosa – approx. $2000/day	Included	_____

Physician Consultation (IME)	Included	_____
Legal Investigations	Included	_____
Legal Services	Included	_____
Occupational Health – Worker Physical Capacity Evaluations	Included	_____
Voc. Rehab General Services	Included	_____
Return to Work Consulting	Included	_____
Industrial Hygiene Consulting	Included	_____
Hygiene Laboratory Testing	Included	_____
Time limit of Claims Reopening & Aggravations	Included	_____

DECLINE **TO QUOTE**

Liberty Mutual	DECLINE TO QUOTE
TRAVELERS	DECLINE TO QUOTE
CHARTIS	DECLINE TO QUOTE
The Hartford	DECLINE TO QUOTE
Nationwide	DECLINE TO QUOTE

WEB-SITE FEATURES

Web-site Features

SAIF Corporation's web site provides current information, which will help you manage your Workers' Compensation program. The information listed below is easy to access and is protected by your security password. Here are some of its features:

Claim Profile

- Review your loss history- claim count, loss ratio, time loss days, paid and incurred costs by policy year.
- Individual claim details- Date of injury, open or closed, paid and incurred losses, claim number, type of claim, adjuster, physician, awards, and attorney.
- Ten highest incurred loss claims for the last four years.

Policyholder Profile

- Policy type, experience modifier history, payroll and premium history.
- Listing of your SAIF Loss Control and ERTW Consultants, underwriter and adjuster.

Certificates of Insurance

- Streamline your certificate process by doing it on-line.
- Create new certificates, create bid certificates, reissue certificates, and renew certificates.

SAIF Employee Directory

Printable Forms

- Attending Physician 827
- Employer at Injury Reimbursement Request
- 801 Claim Form (English and Spanish)
- $2,000 Medical Reimbursement Election form

Customer Services

- How-To information on filing claims, EAIP reimbursement, fraud prevention, extraterritorial coverage, subcontractor requirements
- Loss control programs
- SAIF Corporation's *"Tool Box"*
- SAIF Corporation's newsletter, *Compnews.*

To Access SAIF Online

- Go to www.saif.com
- Select "Log In"
- Select "Establish Your User ID" "Policyholder"
- Complete the screen and then submit it to SAIF. SAIF will then verify your information, set up your User ID and password and email you with it.
- Once you receive your User ID and password, you can access the SAIF web-site. If you would like assistance, please contact Tammy Jeffries at (541) 284-5859 or tjeffries@whainsurance.com.

MyClaim: This is your Worker Guide (NEW)

Full of up-to-date information about your claim, MyClaim is password protected and included basic claim data, forms, payments info, correspondence and the main elements of the workers' compensation system.

RENEWAL **NOTES**

RENEWAL **NOTES**

RENEWAL **NOTES**

RENEWAL **NOTES**

NOTICE **OF ELECTIONS**

saif Work. Life. Oregon.

CLACKAMAS COUNTY FIRE DISTRICT NO. 1

Notice of Election for Guaranteed Cost Plan

Period: 07/01/2018 - 07/01/2019

Policy: 431322
Plan: 3

Agency: WHA INSURANCE AGENCY INC
Producer: WHA - PUBLIC ENTITIES

Premium Estimate:

Modified premium	$782,381
Annual prepay discount (3.5%)	$27,383
Standard premium	$754,998
Premium discount	$133,725
Total premiums and assessments	$671,687

Payroll reporting frequency: Annual

Please visit saif.com and choose *Safety and health* for information about safety or choose *Employer Guide* for information about reporting payroll, paying online, filing and managing a claim, and coverage.

I, the undersigned, as a legal representative of the company listed above, do hereby authorize SAIF Corporation to issue the policy and determine workers' compensation premiums according to the plan selection on this form. I have read, understand, and agree to the terms and conditions of this plan as set forth in the proposal.

Authorized signature of insured

Date signed

Please return this page to:

SAIF CORPORATION
400 High St SE
Salem, OR 97312-1000

saif Work. Life. Oregon.

CLACKAMAS COUNTY FIRE DISTRICT NO. 1

Prepay Installment

Period: 07/01/2018 - 07/01/2019

Policy: 431322
Plan: 3

Please return this page with remittance.

Annual prepay installment due by **07/10/2018**: **$671,687**

Write the quote or policy number indicated in this document on your check. Make check or money order payable to:

SAIF CORPORATION
400 High St SE
Salem, OR 97312-1000

SAIF use only				ERIMAT	
Date received		Amount received		Check no.	
Bond Company		Bond no.			

WHA SURANCE

SDIS SPECIAL DISTRICTS INSURANCE SERVICES

Proposal Number: 33W52015-11
Proposal Date: 5/24/2018

Effective Date: 7/1/2018
Expiration Date: 6/30/2019

Named Participant:
Clackamas County Fire District #1
11300 SE Fuller Rd
Milwaukie, OR 97222-1124

Agent of Record:
WHA Insurance
2930 Chad Dr
Eugene, OR 97408

Class	Description	2018-2019 Rate	2018-2019 Estimated Payroll	2018-2019 Contribution
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8810	Clerical Office Employee	0.12	$3,441,627	$4,129.95

Manual Contribution:		$836,999.31
Experience Modification:	x	0.96
Modified Contribution:	=	$803,519.32
Contribution Volume Credit:	-	$142,458.48
Underwriting Adjustment:	x	
Terrorism Exposure Contribution:	+	2,861.00
Standard or Minimum Contribution:	=	$663,921.83
State Assessment - 7%:	+	$50,458.06
Estimated Workers' Compensation:	=	$714,379.89
Employers Liability Coverage:	+	
Net of Commission Discount:	-	$0.00
Pro Rate Factor:	x	1.00
Pro Rated Contribution:	=	**$714,379.89**

To effect coverage, please sign, date and return this form before requested effective date. Fax is acceptable. This Proposal does not bind coverage. Named Participant must be a member of SDAO to bind coverage.

SDIS SPECIAL DISTRICTS INSURANCE SERVICES

Proposal Number:	33W52015-11	**Effective Date:**	7/1/2018
Proposal Date:	5/24/2018	**Expiration Date:**	6/30/2019

Select one of the following payment plans:

Quarterly Discounted Payment Plan	**$707,236.09**
$176,809.02 due by August 1, 2017 $176,809.02 due by October 1, 2017 $176,809.02 due by January 1, 2018 $176,809.02 due by April 1, 2018	
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If payment is made after August 1, 2017 then no discounts apply.	**$714,379.89**

To effect coverage, please sign, date and return this form before requested effective date. Fax is acceptable. This Proposal does not bind coverage. Named Participant must be a member of SDAO to bind coverage.

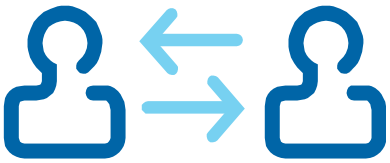
Accepted by: _____
Authorized Representative/Agent

Date: _____
Requested Effective

Please Remit To: Special Districts Insurance Services
PO Box 12613
Salem, Oregon 97309-0613

Contact: underwriting@sdao.com
Phone: (800) 285-5461
Fax: (503) 371-4781

AUTHORIZATION **FORM**



PROTECT YOUR POLICY FROM UNAUTHORIZED CHANGES

We can only make changes to your policy if directed by you, as the First Named Insured, or authorized persons!

Instructions:

- Review the contact list below and add any names you would like included as a contact on the policy.
- Check either 'Authorized' or 'Not Authorized' to indicate whether or not you would like the contact to be able to make important changes to your policy.
- Print your name, sign, date and return the form to our office via email, fax or mail.

Contact Name	Authorized	Not Authorized	Remove as Contact
Carrie Szabo			
Cristina Day			
Fred Charlton			
Karen Stejc			
Michael Goodenough			
Patricia Rooney			
Shanti Burns			
Steve Deters			
Tricia Noble			

Your Name (please print): _____

_____ _____

Signature Date

Clackamas County Fire District No. 1

GOING **GREEN**

We are GOING GREEN with the way we deliver your policy. We invite you to GOING GREEN with us!!

We are offering you paperless options for receipt of your policy. Please review the options below and select the method you want to receive your policy.

[ ] ***Via Email*** _____***Email Address***

Getting your policy via email means you'll receive it much faster. It will be at your fingertips on your computer

[ ] ***USB/Jump Drive***

This comes by regular mail and you can take it with you anywhere you go. Just plug the drive into your computer for an on-the-go policy.

[ ] ***Hard Copy***

This is the current paper copy you receive now.

Your Name (please print): _____

_____ _____

Signature Date

Clackamas Fire District #1

Memo

To: Board of Directors

Chief Charlton

From: Finance Director Christina Day

Date: June 18, 2018

Re: Budget Adoption for Fiscal 2018-19

Action Requested

Staff requests the Board approve the recommended changes to the approved budget and adopt Resolution #18-01 – Adopting the Budget, Making Appropriations, and Levying Taxes for Fiscal 2018-19.

Background

On May 3, 2018 the Budget Committee approved the proposed budget for Fiscal 2018-19. The approved budget is presented to the Board for adoption with several changes. These changes were identified as staff continues to review categories that are trending under or over in Fiscal 2017-18 and receive information on other expenses.

Known Facts

Budget Implications

Requested changes to the Approved Fiscal 2018-19 Budget include:

General Fund:

1. -$99,830 - Reduction of contract revenues to reflect termination of the Estacada contract.
2. $80,770 - Move funds set aside in Contingency for labor agreement changes to salary and benefits categories to reflect finalization of Exempt, Non-Exempt, and Executive staff agreements.
3. $68,795 – Increase appropriations in salary and benefit categories to provide opportunities for Battalion Chief professional development in anticipation of multiple retirements.

These recommended changes will adjust the budget categories to appropriately reflect current information available.

Options

A. Approve the changes as recommended and adopt the budget with changes.
B. Adjust the changes and adopt the budget with adjustments to changes.
C. Adopt the Approved Budget without changes.

.

Recommendation:

Staff recommends the Board adopt Resolution #18-01 – Adopting the Budget, Making Appropriations, and Levying Taxes for Fiscal 2018-19 with changes as presented.

CLACKAMAS FIRE DISTRICT #1
RESOLUTION #18-01
Adopting the 2018-2019 Budget, Making Appropriations, and Levying Taxes

Resolved, That the Board of Directors of Clackamas Fire District #1 hereby adopts the budget for 2018-2019 approved by the Budget Committee on May 3, 2018, in the total sum of $69,687,232 now on file in the office of the Fire Chief; and

Resolved, That in accordance with ORS 294.456(1) the Board of Directors has the power to adjust the budget requirements, and the adjustments to the approved budget have been identified and explained; and

Resolved, That the amounts for the fiscal year beginning July 1, 2018, and for the purposes shown below are hereby appropriated as follows:

	Approved	Changes to Approved	Total for Adoption
General Fund			
Personnel Services	$ 47,534,076	$ 149,565	$ 47,683,641
Materials & Services	6,603,868	-	$ 6,603,868
Capital Outlay	902,708	-	$ 902,708
Transfer to Capital Projects Fund	750,000	-	$ 750,000
Contingency	2,376,016	(149,565)	$ 2,226,451
Restricted Contingency	1,000,000	-	1,000,000
Total General Fund Appropriations	$ 59,166,668	$ -	$ 59,166,668
Equipment Reserve Fund			
Capital Outlay	$ 570,500		$ 570,500
Contingency	25,000		25,000
Total Equipment Reserve Fund Appropriations	$ 595,500		$ 595,500
Capital Projects Fund			
Capital Outlay	$ 3,921,516		$ 3,921,516
Total Capital Projects Fund Appropriations	$ 3,921,516		$ 3,921,516

	Approved	Changes to Approved	Total for Adoption
General Fund			
Capital Construction (Bond) Fund			
Capital Outlay	$ 3,652,548		$ 3,652,548
Total Capital Construction Fund Appropriations	$ 3,652,548		$ 3,652,548
Enterprise Fund			
Capital Outlay	$ 12,000		$ 12,000
Contingency	5,000		5,000
Total Enterprise Fund Appropriations	$ 17,000		$ 17,000
PERS Reserve Fund			
Transfer to the General Fund	$ 365,000		$ 365,000
Contingency	-		-
Total PERS Reserve Fund Appropriations	$ 365,000		$ 365,000
Debt Service Fund			
Principal and Interest	$ 1,969,000		1,969,000
Total Debt Service Fund Appropriations	$ 1,969,000		$ 1,969,000
TOTAL FY2018-19 APPROPRIATIONS			$ 69,687,232

Resolved, That the Board of Directors of Clackamas Fire District #1 hereby imposes the taxes provided in the adopted budget at the rate of $2.4012 per $1,000 of assessed value for permanent tax rate and in the amount of $2,087,140 for debt service on general obligation bonds; and that these taxes are hereby imposed and categorized for the tax year 2018-19 upon the assessed value of all taxable property within Clackamas County Fire District #1.

Resolved, That the following allocation and categorization, subject to the limits of section 11b, Article XI of the Oregon Constitution constitute the above aggregate levy:

	General Government	Excluded from Limitation
Permanent Tax Rate	$2.4012 / $1,000	$0
General Obligation Bond	$0	$2,087,140

Resolved, That the Secretary certify to the County Assessor and the County Treasurer of Clackamas and Multnomah Counties, Oregon the tax levy made by this resolution and shall file with them a copy of the budget as finally adopted.

Adopted this date, 18 June, 2018.

President, Board of Directors

Secretary, Board of Directors

Clackamas Fire District #1

Memo

TO: Board of Directors
CC: Chief Charlton
FROM: Finance Director Christina Day
DATE: June 18, 2018
RE: Supplemental Budget Request

Action Requested
Staff requests approval of the FY2017-18 Supplemental Budget as presented in Resolution #18-02.

Background
The Fire District has experienced multiple impacts to the FY2017-18 Adopted Budget over the past year, and finds it necessary to submit a supplemental budget for consideration. This request is necessary to recognize unanticipated revenues and expenditures, and to make adjustments for budgetary compliance.

Known Facts
Budget Implications:
Below is a summary of the major impacts to the General Fund over the past year that are included in the request:

- Increases in ambulance transport activities, along with additional Paramedic staffing, have increased revenues by $175,000 and staff costs by $144,000.
- Expenses associated with multiple conflagration deployments increased operational costs by $985,176, which was reimbursed by the State of Oregon Fire Marshal's Office during FY2017-18.
- Increased revenue from the SAFER grant award, for which the Fire District expects to receive approximately $225,000 in FY2017-18, will provide funding for additional Firefighter personnel.
- Revenues for the Seismic grant projects completed in 2017 were received in FY2017-18 in the amount of $225,000.
- Payout of the Retiree Health Trust premiums for FY2017 in the amount of $222,696 increased Personnel Services expenditures. These funds were carried forward in the fund balance from FY2017 and will be funded through a Contingency transfer.
- The Fire District received a SAIF rebate revenue again this year in the amount of $170,968 and will apply the funds toward Personnel Services costs.
- Staff expects to receive an insurance reimbursement for the Station 19 claim for approximately $50,000 due to the April 2017 fire.

- Interest rates have far exceeded expectations during development of the FY2017-18 Budget, increasing revenues by $292,000.
- Property Tax revenues received have been approximately $665,000 less than anticipated after the addition of Boring Fire District in 2017.
- The Beginning Fund Balance carry-forward was approximately $541,000 less than anticipated during development of the FY2017-18 Budget.

Please see the attached Resolution #18-02 for impacts by line item.

Recommendation

Staff recommends approval of Resolution #18-02 – Adopting and Appropriating a Supplemental Budget for Fiscal 2017-2018.

CLACKAMAS FIRE DISTRICT #1
RESOLUTION #18-02
Adopting and Appropriating a Supplemental Budget for Fiscal 2017-2018

Whereas, Oregon Local Budget Law ORS 294 allows governing bodies of municipal corporations to prepare supplemental budgets to allow for expenditures necessitated by unforeseen circumstances; and

Whereas, the District had unanticipated costs related to Personnel Services and Materials and Services, including vacation payouts due to early retirements, the addition of firefighting staff related to the SAFER grant, multiple conflagration deployments, and payment of the Retiree Health Trust contributions; and

Whereas, the District has received additional revenues from interest earnings and ambulance transport services; a premium rebate from SAIF; SAFER grant funding; and reimbursement for conflagrations; and

Whereas, these changes necessitate a supplemental budget to authorize appropriations according to Oregon Budget Law; now therefore be it

Resolved, that the appropriations for the fiscal year beginning July 1, 2017, and for the purposes described are hereby adjusted as indicated in Attachment A.

Adopted this date, June 18, 2018.

_____ _____

President, Board of Directors Secretary, Board of Directors

ATTACHMENT A:

Fiscal Year 2017-2018 Supplemental Budget

General Fund	Original Budget	June 2018 Supplemental	Adjusted Budget
Beginning Fund Balance	$ 18,261,560	$ (541,876)	$ 17,719,684
Revenue:			
Property Taxes	50,919,674	(665,210)	50,254,464
Interest	158,000	292,000	450,000
Contract Income	469,147		469,147
Retiree Health Reimb	387,861	75,000	462,861
Grants	-	450,804	450,804
Ambulance Transport Revenue	350,000	175,000	525,000
Misc Income	245,000	1,206,144	1,451,144
ASA Plan Revenue	125,000		125,000
Transfers In	365,000		365,000
Total Revenues:	53,019,682	1,533,738	54,553,420
TOTAL RESOURCES	71,281,242	991,862	72,273,104
Expenditures:			
Personnel Services	45,328,106	2,043,738	47,371,844
Materials & Services	6,187,051	35,000	6,222,051
Capital Outlay	737,891		737,891
Contingency	2,306,326	(545,000)	1,761,326
Transfers	500,000		500,000
TOTAL APPROPRIATED REQUIREMENTS	55,059,374	1,533,738	56,593,112
Unappropriated End Fund Balance	16,221,868	(541,876)	15,679,992
TOTAL REQUIREMENTS	71,281,242	991,862	72,273,104

Description:
Adjust appropriations for SAFER grant, conflagrations, additional staffing and Retiree Health Trust premiums. Adjust revenues to reflect additional earnings and grant.

Clackamas Fire District #1

Memo

TO: Board of Directors
Fire Chief Fred Charlton
Deputy Chief Ryan Hari

FROM: Logistics Manager DeAnn Cordes

DATE: June 18, 2018

RE: Fuel Vendor Proposal for Services

Action Requested
Request Board authorization for the Fire Chief to renew the current contract for fueling services for one year with Wilco Petroleum.

Background
The Fire District has received petroleum products from Wilco Petroleum since September 2015.

If approved, the Fire District will enter into a one-year contract for services with fuel invoiced at a rate of 15 cents over Wilco's daily posted transport price. This is the same price as last year's proposal. The proposal does allow either party to terminate the contract with 30 days written notice.

Changes reflected in the new proposal include:

- Removal of Station 8 fueling services
- Addition of Fleet Logistics fueling services
- Addition of Station 19 (Damascus Lane) fueling services
- Addition of Station 16 for generator tank services
- Addition of Station 19 (Damascus Lane) for generator tank services
- Addition of Fleet Logistics for generator tank services
- Change current Station 19 to Station 21
- Contract pricing and services will be effective through June 30, 2019

Policy Implications
The proposal is brought before the Board of Directors per the Fire District's Purchasing Policy because the amount of fuel to be purchased will exceed $50,000.

Budget Implications
The Fire District budgeted $224,750 in fiscal year 2018 / 2019 for fuel.

Recommendation
Staff recommends that the Board authorize the Fire Chief to enter into a one year contract with Wilco Petroleum for fueling services.

WILCO FARMERS
200 Industrial Way
Mt. Angel OR 97362

MAIN 503.845.6122
TOLL-FREE 800.382.5339
FAX 503.845.9542

DIRECT 503-845-8140
EMAIL gwalker@wilco.coop
WEB www.wilco.coop

Clackamas County Fire District Proposal for Services

Wilco Agrees to provide the Following services for the Clackamas County Fire District refueling tanks, located at the following stations: Auto fill tank service with a twice a year water check and yearly Biocide treatment and Hi Performance Diesel additive blended in the fuel at time of delivery. Web based tank monitoring equipment with provided passwords for fuel inventory monitoring. Wilco retains ownership of stated equipment and will provide preventative maintenance and programming at no charge. Maintenance required due to vandalism, abuse or acts of Nature will be invoiced to Clackamas County Fire at a labor rate of $60 per hour, plus parts.

Stations 1, 3, 6, 10, 11, 16,18, 19 and Fleet Logistics Building

Wilco Agrees to provide the Following services for the Clackamas County Fire District Generator tanks located at the following Stations: Twice a year water check and yearly Biocide treatment and Hi Performance Diesel additive blended in the fuel at time of delivery.
Clackamas County Fire District assumes responsibility for inventory level management and order placement.

Stations: - 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 19,21, Fleet Logistics Building , Highland Butte, Training center, Training office and IT Resource Center

Wilco agrees to provide the following services on all fuel tanks designated in this proposal: Diesel fuel sampling and analysis at no charge, once yearly per tank. Analysis will performed by a third party laboratory, results will be provided to Clackamas Fire District for review and analysis. Additional testing requests will be provided at a flat fee of $300 per event with a $60 per hour fee for sample collection and travel time.

Fuel Pricing will be invoiced at the rate of 15 cents over Wilco's daily posted Transport price.

Upon acceptance of this proposal the stated pricing and services will be effective through 6-30-19

Either party may terminate this proposal upon a 30 day written notification sent by registered mail. Upon notification all equipment supplied by Wilco will be removed within 15days.

Wilco

Clackamas County Fire District

_____ _____

Date

_____ _____

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Deputy Chief Doug Whiteley

Re: Business Services Division Monthly Report – May 2018

- Attended the Oregon Fire Chief's Association Spring Conference.
- Attended a drone demo for fire service application.
- Met with City of Happy Valley staff regarding the 4th of July.
- Continued bargaining with the Local 1159.
- Continued bargaining with the Battalion Chiefs.
- Began work on the Annual Compliance Report for Accreditation.
- Began development of a re-accreditation plan for 2020.
- Finalized the working agreement for both Exempt and Non-Exempt Staff.
- Attend the Munis Phase III kickoff meeting.
- Attended retirement events for staff.
- Attended the May Budget Meeting.
- Participated in Chief Interviews for Division Chief.
- Met with the City of Happy Valley staff about summer events and coordination.
- Met with Training staff to establish the testing schedules for the next year.
- Attended the quarterly deferred compensation meeting.
- Attended the monthly Oregon City Chamber Board meeting.
- Met with Emerick regarding the future admin building construction.
- Attended the Good Morning Oregon City Chamber event at Station 17.
- Attended the Health Insurance and Health Trust meetings.
- Worked with legal counsel on several matters.
- Met with probationary employees regarding organizational expectations.
- Prepared meeting packets and attended the Foundation Board meeting.
- Helped prepare for meeting and attended Clackamas Fire's Budget Committee and meeting.
- Coordinated and attended Foundation Fundraising Committee meeting.

Respectfully submitted,

Deputy Chief Doug Whiteley

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Data Systems Manager Shelby Hopkins

Re: Data Management Monthly Report – May 2018

Munis:

- Kicked off implementation of Munis Human Capital Management Software for Human Resources/Payroll.
- Completed seven days of Munis Fundamentals Review and Analysis sessions.

FireRMS/ePCR (Zoll):

- Established temporary CAD feed into FireRMS with My Fire Rules.
- Staff assisted in manual entry of incident data into FireRMS for line personnel.
- Staff individually reviewing incident data on reports prior to temporary CAD feed setup.

Data:

- Due to complications with the CAD implementation and data transfer into FireRMS, our May data reports will be provided at next month's board meeting.
- Finalized Cost Recovery Billing with EFRecovery for June 1 implementation.
- Attended EGIS Demo at TVF&R.

Pre-Plans/Mapping:

- Continued work on pre-plan updates.
- Worked with Clackamas County on needed mapping changes and current requests.

Workforce TeleStaff:

- Callboard Committee meeting.
- Staff assisted Human Resources with comp time reporting.
- Provided Callboard training to Station 7 personnel.

Respectfully submitted,

Data Systems Manager Shelby Hopkins

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Assistant Fire Marshal Brian Stewart

Re: Fire Prevention Division Monthly Report – May 2018

Engineering Fire Prevention staff reviewed 116 buildings and land use projects in the month of May 2018. In addition, eight tenant remodel inspections were conducted, as well as 14 new construction inspections.

Enforcement A total of 413 inspections were carried out in the month of May 2018. These include fire and life safety inspections, special inspections completed by the Fire Prevention staff, and the business inspections completed by the fire companies.

Public Education Fire Prevention staff and companies conducted or participated in a number of community activities:

May 3	FMO	Hands Only CPR at Ogden Middle School
May 5	Station 1	Books from the Heart Oregon DHS Event Day 1
May 8	Station 15	Station Tour & Safety Badge - Girl Scouts
May 9	FMO/Station 14	VIP Station Tour - Girl Scout Troop 11114
May 10	FMO	Hands Only CPR at Ogden Middle School
May 11	FMO	Hands Only CPR at Rock Creek Middle School
May 12	BC302/Station 6	Happy Valley Fun Run
May 12	FMO/Station 1	Books from the Heart Oregon DHS Event Day 2
May 14	FMO	Hands Only CPR at Happy Valley Middle School
May 15	FMO	Hands Only CPR at Happy Valley Middle School
May 15	FMO/Station 3	Station Tour Edwards Center Group 1
May 17	FMO/Station 3	Station Tour Edwards Center Group 2
May 17	FMO	Hands Only CPR at Rotary Club of Clackamas meeting
May 17	FMO	Oregon Life Safety Team Meeting
May 18	Station 15	OCSD Transition Program Station Tour
May 18	Station 15	Becoming a Firefighter Talk
May 18	Station 2	Waldorf School Station Tour with Milwaukie PD
May 19	E303/Station 15	Teddy Bear Parade Downtown Oregon City
May 19	Various	National Home Fire Sprinkler Day
May 22	FMO	Smokey Bear Fire Safety Presentation with ODF at Beavercreek Elementary
May 23	FMO	Hands Only CPR at Rex Putnam
May 24	FMO	Hands Only CPR at Rex Putnam
May 24	FMO/Station 2	Ardenwald Elementary Annual Literacy Night

May 24	Station 15	Smart Cookie Preschool Station Tour Groups 1 and 2
May 24	FMO	Sabin-Schellenberg Firefighter Career Class Presentation
May 25	BC303/S15, S16, S17	Pancake Appreciation Breakfast Avamere Living at Berry Park
May 25	Station 15	Smart Cookie Preschool Station Tour Group 3
May 25	Station 17	Gardiner Middle School Obstacle Course Waterslide
May 28	BC303/Station 16	Memorial Day Service at Mt. View Cemetery
May 29	FMO/Station 3	Riverside Elementary First Grade Fire Safety Day
May 31	FMO/Station 17	John McLoughlin Elementary Year End Visit
May 31	FMO/Station 18	Field Day Summit Learning Charter
May 31	FMO/Station 8	Annual Egg Drop at Spring Mountain Elementary

Note: The following are areas of interest on specific topics or items that have received additional staff time beyond what is noted above.

FMO

- Currently we have approved 40 indoor and outdoor retail firework permits and 3 public displays. The public displays are: Happy Valley, Waverly Golf Course, and Estacada.

- Backyard burn season is anticipated to close on June 15 as scheduled.

- Some staff attended “In Honor of The Charleston 9: A study of Change Following Tragedy” – among other things the presentation highlighted the need for maintaining hydrant location maps, pre-plans, inspections, and enforcement for large commercial occupancies.

Respectfully submitted,

Assistant Fire Marshal Brian Stewart

Clackamas Fire Inspections

2018 Inspections
January - May

Assigned To	Actions	Scheduled	# Done	% Done
Division, Fire Marshal Office	1 YEAR PREVENTION OFFICE	1457	468	32.12%
	2 YEAR PREVENTION OFFICE	750	404	53.87%
	HAZ MAT INSPECTION	30	3	10.00%
	ANNUAL SELF INSPECTION	95	26	27.37%
	APARTMENT PROGRAM 1 YEAR	377	127	33.69%
	4 YEAR PREVENTION OFFICE	115	84	73.04%
Division, Fire Marshal Office	Grand Total	2824	1112	39.38%
Station, Station 1	COMPANY 2 YEAR INSPECTION	10	6	60.00%
	COMPANY 4 YEAR INSPECTION	35	13	37.14%
	Lock Box	21	5	23.81%
	TARGET HAZARD WALK THRU	13	2	7.69%
Station, Station 1 Total		79	26	32.91%
Station, Station 10	COMPANY 2 YEAR INSPECTION	6	2	33.33%
	Lock Box	7	1	14.29%
	TARGET HAZARD WALK THRU	6	1	16.67%
Station, Station 10 Total		19	4	21.05%
Station, Station 11	Lock Box	5	0	0.00%
	TARGET HAZARD WALK THRU	3	0	0.00%
Station, Station 11 Total		8	0	0.00%
Station, Station 14	Lock Box	3	1	33.33%
	TARGET HAZARD WALK THRU	18	3	16.67%
Station, Station 14 Total		21	4	19.05%
Station, Station 15	COMPANY 2 YEAR INSPECTION	33	19	57.58%
	COMPANY 4 YEAR INSPECTION	3	2	66.67%
	Lock Box	8	2	25.00%
	TARGET HAZARD WALK THRU	10	0	0.00%
Station, Station 15 Total		54	23	42.59%
Station, Station 16	COMPANY 2 YEAR INSPECTION	65	30	46.15%
	COMPANY 4 YEAR INSPECTION	6	1	16.67%
	Lock Box	4	1	25.00%
	TARGET HAZARD WALK THRU	12	4	33.33%
Station, Station 16 Total		87	36	41.38%
Station, Station 17	COMPANY 2 YEAR INSPECTION	43	17	39.53%
	COMPANY 4 YEAR INSPECTION	2	2	100.00%
	Lock Box	3	0	0.00%
	TARGET HAZARD WALK THRU	6	1	16.67%
Station, Station 17 Total		54	20	37.04%
Station, Station 18	Lock Box	1	0	0.00%
	TARGET HAZARD WALK THRU	4	0	0.00%
Station, Station 18 Total		5	0	0.00%

Clackamas Fire Inspections

Station, Station 19	TARGET HAZARD WALK THRU	1	0	0.00%
Station, Station 19 Total		1	0	0.00%
Station, Station 2	COMPANY 2 YEAR INSPECTION	24	2	8.33%
	COMPANY 4 YEAR INSPECTION	36	14	38.89%
	Lock Box	13	0	0.00%
	TARGET HAZARD WALK THRU	12	0	0.00%
Station, Station 2 Total		85	16	18.82%
Station, Station 3	COMPANY 2 YEAR INSPECTION	64	22	34.38%
	COMPANY 4 YEAR INSPECTION	35	16	45.71%
	Lock Box	9	0	0.00%
	TARGET HAZARD WALK THRU	18	5	27.78%
Station, Station 3 Total		126	43	34.13%
Station, Station 4	COMPANY 2 YEAR INSPECTION	8	7	87.50%
	COMPANY 4 YEAR INSPECTION	46	18	39.13%
	Lock Box	5	2	40.00%
	TARGET HAZARD WALK THRU	14	4	28.57%
Station, Station 4 Total		73	31	42.47%
Station, Station 5	COMPANY 2 YEAR INSPECTION	48	17	35.42%
	COMPANY 4 YEAR INSPECTION	2	1	50.00%
	Lock Box	3	3	100.00%
	TARGET HAZARD WALK THRU	2	0	0.00%
Station, Station 5 Total		55	23	41.82%
Station, Station 6	COMPANY 2 YEAR INSPECTION	19	10	52.63%
	Lock Box	4	0	0.00%
	TARGET HAZARD WALK THRU	4	0	0.00%
Station, Station 6 Total		27	10	37.04%
Station, Station 7	COMPANY 2 YEAR INSPECTION	20	5	25.00%
	COMPANY 4 YEAR INSPECTION	2	0	0.00%
	Lock Box	5	1	20.00%
	TARGET HAZARD WALK THRU	2	1	50.00%
Station, Station 7 Total		29	7	24.14%
Station, Station 8	COMPANY 2 YEAR INSPECTION	64	17	26.56%
	COMPANY 4 YEAR INSPECTION	13	6	46.15%
	Lock Box	16	3	18.75%
	TARGET HAZARD WALK THRU	15	0	0.00%
Station, Station 8 Total		108	26	24.07%
Station, Station 9	COMPANY 2 YEAR INSPECTION	4	4	100.00%
	COMPANY 4 YEAR INSPECTION	1	0	0.00%
	Lock Box	9	9	100.00%
	TARGET HAZARD WALK THRU	7	5	71.43%
Station, Station 9 Total		21	18	85.71%
Grand Total		852	287	33.69%

Clackamas Fire Inspections

2018 Special Inspections
May

Assigned To	Actions	# Done
Division, Fire Marshal Office	ENFORCEMENT ASSIST	17
	FINAL INSPECTION	1
	FIREWORKS	5
	FIRST REINSPECT	6
	HAZ MAT INSPECTION	1
	NEW BUSINESS INSPECT	3
	NEW CONSTRUCTION INSPECTION	14
	OPEN BURNING	4
	PLAN REVIEW	116
	SECOND REINSPECT	1
	SPECIAL INSPECTION	11
	TENANT IMPROVEMENT	8
Division, Fire Marshal Office Total		187
Grand Total		

Estacada Fire Inspections

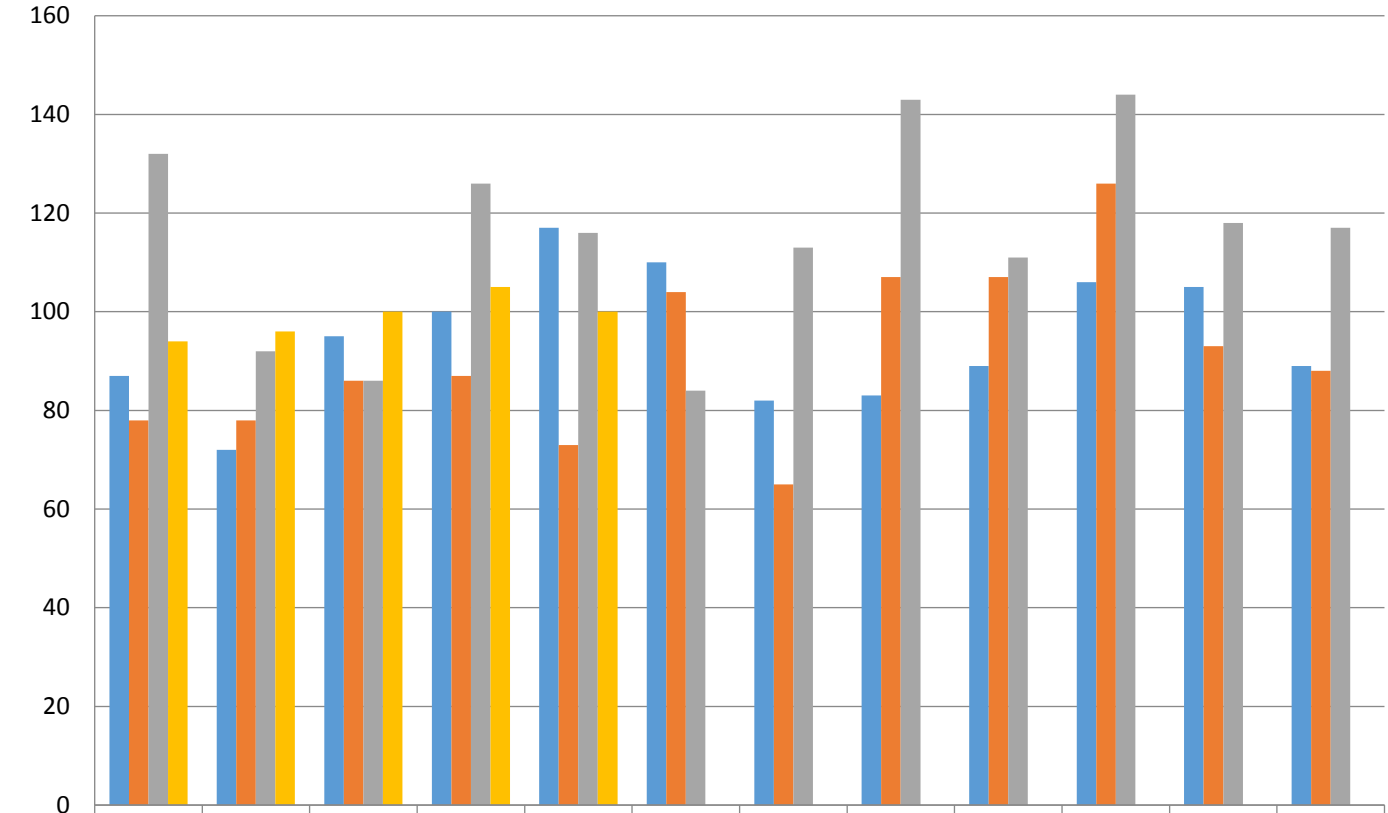
2018 Estacada Inspections January - May				
Assigned To	Actions	Scheduled	# Done	% Done
Division, Fire Marshal Office	1 YEAR PREVENTION OFFICE	102	28	27.45%
	2 YEAR PREVENTION OFFICE	33	19	57.58%
	APARTMENT PROGRAM 1 YEAR	3	0	0.00%
Division, Fire Marshal Office	Total	138	47	34.06%
Grand Total		138	47	34.06%

2018 Estacada Inspections May		
Assigned To	Actions	# Done
Division, Fire Marshal Office	1 YEAR PREVENTION OFFICE	7
	2 YEAR PREVENTION OFFICE	12
Division, Fire Marshal Office	Total	19
Grand Total		19

2018 Estacada Special Inspections May		
Assigned To	Actions	# Done
Division, Fire Marshal Office	1 YEAR PREVENTION OFFICE	1
	ENFORCEMENT ASSIST	3
	NEW CONSTRUCTION INSPECTION	1
	PLAN REVIEW	11
Division, Fire Marshal Office	Total	16
Grand Total		16

False Fire and Medical Alarm Responses

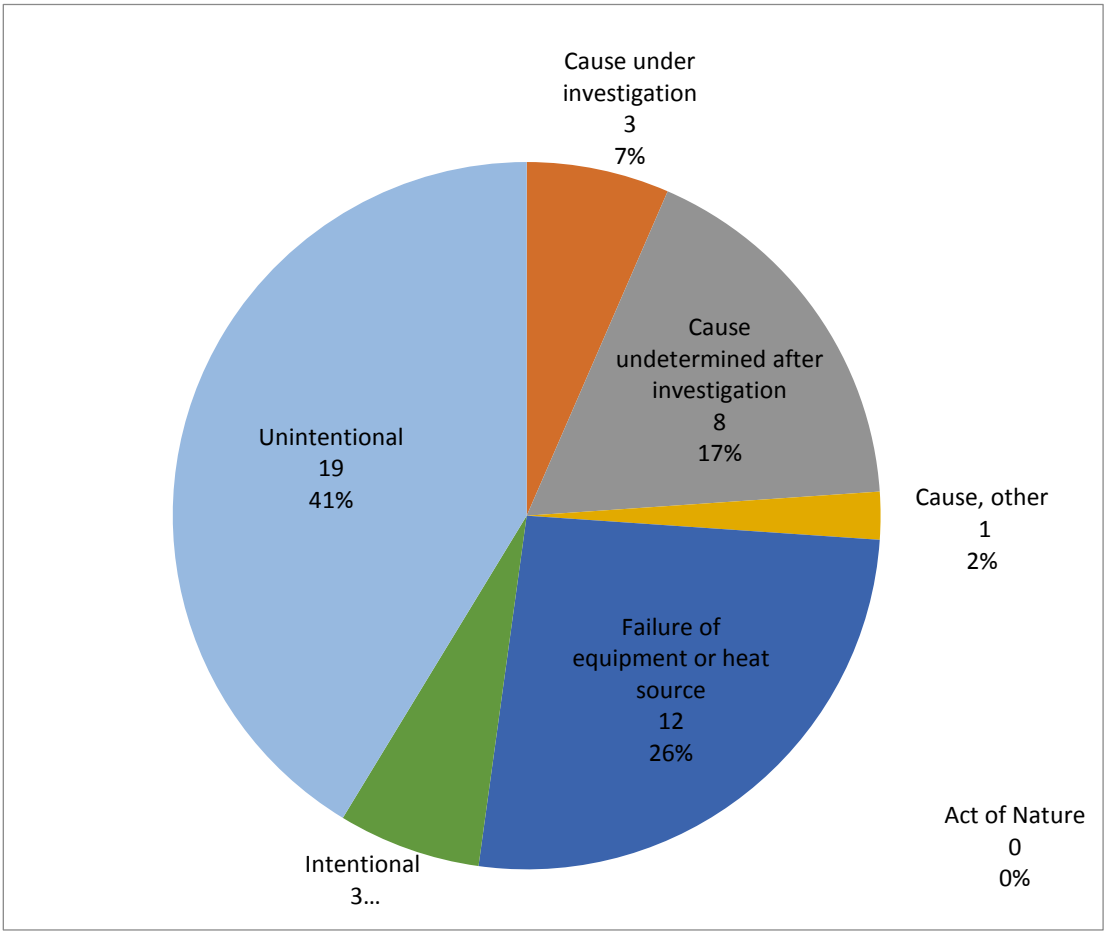
Information within this category will be used for the purpose of cost recovery pursuant to Ordinance 09-01



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	87	72	95	100	117	110	82	83	89	106	105	89
2016	78	78	86	87	73	104	65	107	107	126	93	88
2017	132	92	86	126	116	84	113	143	111	144	118	117
2018	94	96	100	105	100							

Monthly Average		
2015	95	Incidents
2016	91	Incidents
2017	115	Incidents
2018	99	Incidents

Clackamas Fire District #1
2018 Structure Fire Cause of Ignition



Year	Fire Cause of Ignition	Incidents	%
2015	Cause under investigation	0	1.98%
	Cause undetermined after investigation	11	12.79%
	Cause, other	1	1.16%
	Failure of equipment or heat source	15	17.44%
	Intentional	5	5.81%
	Unintentional	54	62.80%
2015 Total		86	100.00%
2016	Act of Nature	2	2.56%
	Cause under investigation	1	1.28%
	Cause undetermined after investigation	11	14.10%
	Cause, other	2	2.56%
	Failure of equipment or heat source	9	11.54%
	Intentional	4	5.13%
	Unintentional	49	62.80%
2016 Total		78	100.00%
2017	Act of Nature	2	4.35%
	Cause undetermined after investigation	17	36.96%
	Cause, other	1	2.17%
	Failure of equipment or heat source	18	39.13%
	Intentional	8	17.39%
	Unintentional	47	102.17%
2017 Total		93	100.00%

Data on 111-Building Fire's only within Clackamas Fire Dist. FMZ's
Data Excludes: Cooking and Chimney Fires

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Emergency Manager Gregg Ramirez

Re: Emergency Management Division Monthly Report – May 2018

- Participated in the Cascadia Receding planning meetings.
- Participated in the exercise design of the code silver drill that was conducted at Kaiser Permanente Sunnyside Hospital. CFD elements participated in this event.
- Ongoing Work:
  - Station security project (district-wide) is in the final stages.

Respectfully submitted,

Emergency Manager Gregg Ramirez

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Battalion Chief Assistant Fire Marshal Brian Stewart

Re: Safety Division Monthly Report – May 2018

- Safety Committee – no meeting held due to budget restrictions.
- Facility Safety Inspections – fire station quarterly safety inspections were completed during the captains' station audits. Other facility safety inspections were completed by division heads or staff.
- BC Stewart to complete his term as Oregon Safety and Health Section past-president in June. At its May meeting, the section's board appointed BC Stewart as a director effective July 1.
- SAIF completed noise-level testing of apparatus and equipment at three fire stations, training, and fleet. BC Stewart and Wellness Manager Goodrich accompanied the SAIF consultant during the testing.

Respectfully submitted,

Battalion Chief Brian Stewart

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Human Resources Manager Trish Noble

Re: Human Resources Division Monthly Report – May 2018

- Contacted National Testing Network regarding updated test viewing
- Finalized details for the Chemeketa Career Fair – CFD staff from FMO, HR, PIO, and Volunteers will be represented
- Completed 35+ roster moves in TeleStaff
- Participated in Munis Training for HR/Payroll
- Volunteer folder updates
- Completed Callboard training for Station 7
- Monthly Promotion/Testing meeting
- Created new employee files/forms and sending related documentation to staff
- Updated employee files with certifications, change of address, assignment changes, etc.
- Wrapped up Document Management process
- Assisted with office coverage at FMO
- Ongoing District archiving
- LBG Advisors:
    - Have been working with LBG on our experience rating. There will be an Insurance Rate pass this year for Medical and Dental. They are still negotiating the Stop Loss.
- Retiree Health Trust:
    - Quarterly meeting – went over the details of the plan. Based off the funds and calculations, the Trust decided to increase the TIPO amount.
    - Senior Accountant Le and Benefits Coordinator Szabo will meet to create a process for the billing and posting on these member accounts until we hire another Senior Accountant to do this process

- Benefits:
    - Attended our monthly Insurance committee meeting
    - Working with AMR to drop the balance billing, after insurance has paid between all employee and families for both AMR and Clackamas Fire
    - Preparing to start Open Enrollment
- Munis Training: spent off and on the first two weeks in May learning the HR/Payroll process of Munis and inputting our own data into the program
- Open Claims Review with SAIF and Wilson-Heirgood Associates
- Budget Committee meeting
- First Quarter Deferred Compensation Performance meeting with Voya and Hyas
- Wrap up wage and benefit packages for exempt and non-exempt group requests
- Compensation leave resolution meeting
- Civil Service meeting and minutes completed
- Worker's Comp claims and return to work
- Volunteer background and DMV screenings completed

Respectfully submitted,

Human Resources Manager Trish Noble

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: IT Director Oscar Hicks

Re: Business Services Division Monthly Report – May 2018

Initiated:

- MS SharePoint integration
- Inform Mobile Cad configuration changes
- Inform Mobile Cad Map updates
- Enterprise Information Security (InfoSec) Management
- ITS Optimization/Audit Survey (defining business requirements)

In Progress/On-going:

- MS Exchange migration to Exchange 2016 with cluster topology
- Email Archive update
- Upgraded Domain Controllers to 2016
- Setting up Exchange 2016 servers
- Sophos Endpoint Maintenance
- Work in progress on Pre Fire Plan connections in CAD to premise location with an automatic tool
- Upgrading Virtual Infrastructure
- Updating Remote Virtual Desktop Image to Windows 10
- MS Windows 10 migration
- MS Office 2016 migration
- AVIDS Phase II
- Continue to work time allowed to get MDCs/Apparatus setup for new CAD rollout – still need equipment based on funds available
- Working on getting the appropriate information/CAD data to eFrecovery for interface configuration of Inform CAD “Problems with getting Tritech Engineer Involved”

Completed:

- Updated Fleet/Log network to match infrastructure IP schema X.X.35.X network
- Resolved IP address error on core switch for training center

- Music on hold updated to new season
- Station 19 network now stable and completed.
- Created new GPO policy to disable Outlook 2016 cached mode
- Created new GPO policy to make Outlook 2016 default format to Rich Text Format for calendar events
- Attended (2) Mobile Admin meetings last week for Inform CAD Mapping and Inform Mobile configuration updates.

Respectfully submitted,

IT Director Oscar Hicks

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Deputy Chief Ryan Hari

Re: Emergency Services Division Monthly Report – May 2018

- Continued work on the fleet maintenance center project, paving completed, landscaping and interior fit and finish underway.
- Continued work on the Station 16 and 19 construction projects.
- Attended weekly Owner/Architect/Contractor meetings for all construction projects.
- Participated in collective bargaining with Local 1159.
- Participated in CCOM Executive Board meeting.
- Attended Fire Defense Board meeting at CCOM.
- Worked on the Fire District's hazardous materials program.
- Participated in a tour of the fleet project with the Board of Directors.
- Continued the planning process for the administration building project.
- Worked on several grant funding opportunities for the various construction projects.
- Attended a UAS demonstration at the training center.
- Participated in Division Chief promotional interviews.
- Participated in Battalion Chief promotional interviews.

Respectfully submitted,

Deputy Chief Ryan Hari, Emergency Services Division

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Fleet Director Bill Bischoff

Re: Fleet Services Division Monthly Report – May 2018

During the month of May, the following are some of the major items that fleet maintenance personnel addressed:

Engines

- 2-123 E317- PM and write ups, Warranty oil leak
- 2-116 E312- Prep to be placed into service as new E312- Moved equipment over form old unit

Trucks/ Heavy Rescue

- 2-208 T316- PM and write ups, Warranty work
- 2-200 T328- FF door latch repair that took Truck OOS

Brush Rigs/ Water Tenders/ Boats

- 2-364 BR318- PM and write ups
- 3-321 BR312- PM and write ups
- 2-307 IE314- PM and write ups
- 3-320 BR310- PM and write ups
- 2-334 WT313- PM and write ups, Annual pump testing

Staff Vehicles/ Medic

- Completed the set-up of the last Prevention pick-ups and placed into service.
- 2-534- PM and write ups, Tires
- 2-518- PM and write ups, Brake replacement
- 2-445 M303- PM and writeups

Other Items

- Two of the technicians had some scheduled Detroit Diesel training on the new DD13 engines.
- Began the Lake Oswego apparatus PM work as well as continue with other IGA field maintenance as needed.
- Fleet stripped and prepared to ’99 ALF apparatus for surplus to Rogue Community College.
- The Fleet/Logistics Building continues to be a large project with daily interaction with the general contractor and other sub-contractors. The finish work is moving right along and we are looking forward to moving in soon.

Respectfully submitted,

Fleet Director Bill Bischoff

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Logistics Manager DeAnn Cordes

Re: Logistics Division Monthly Report – May 2018

The following summary of work includes those activities completed within Logistics.

- Logistics filled and delivered 267 orders entered into Munis. This is up 25.35% from May of last year.
- Filled and delivered 22 controlled medication orders; which is down 31.25% from May of last year. Logistics continues to perform deliveries on Tuesdays and Fridays or as needed.
- Updated the emergency communications spreadsheet for our mobile and portable radios. Worked with light duty firefighter Ryan Savage and provided him the list of our portable and mobile radios. He worked with CCOM to make sure the radios were displayed in the new CAD correctly.
- Staff attended and represented Logistics at the Safety Committee meeting this month. Performed Facility Safety Inspection on our current Logistics/Fleet building.
- Attended my fifth class for the Women in Leadership & Management Academy. This month's topic was on Setting Goals and Reviewing Results. Next month is the last class.
- Turnouts for the recruit class 18-01 and the annual turnout order arrived this month. Staff entered the data into our independent service providers (ISP) database and our database. The turnouts for 18-01 were distributed by hand and verified proper fit with the receiver. Turnouts for the volunteers were sent to Volunteers Services for distribution.
- Met with our fire extinguisher service vendor. He started our annual service and maintenance at the end of May with completion by the end of June.
- Assisted department heads with their open purchase order questions. This work will continue into June as there is a lot of research involved to find out why the purchase order is still open. Some reasons include – items have not been received, purchase order has not been paid and/or the purchase order line was not fully liquidated when paid.
- Met with Clackamas County Resource Conservation & Solid Waste regarding our recycling program. We have a meeting set up in July to discuss recertifying our organization as a Certified Leader in Sustainability.

Respectfully submitted,

Logistics Manager DeAnn Cordes

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Division Chief Bill Conway

Re: Emergency Medical Services and Training Division Monthly Reports – May 2018

The following summary of work includes those activities completed within the EMS and Training Divisions. Additional reports are included from the Training Chief, Medical Services Chief, EMS Training Officer, Community Paramedic, as well as the monthly community CPR report from Cascade Training.

- Josh Santos started as the new Medical Services Chief
- Attended TVF&R presentation on dashboard software
- Attended retirement celebration for Lt. Jeff Smith
- Attended several bargaining sessions
- Attended Clackamas Fire Budget Committee meeting
- Attended Clackamas County System Enhancement Subcommittee meeting
- Attended retirement celebration for BC Ken Horn
- Attended joint Clackamas/Washington County Fire Defense Board meeting
- Met with one 18-02 firefighter recruit regarding a personal improvement plan
- One OHSU Ride Along
- Worked with new Medical Services Chief, Josh Santos, on new responsibilities
- Attended Fire District Board of Directors regular meeting
- Attended Clackamas Fire Board EMS Committee meeting
- Attended several meetings regarding the AVIDS project
- Presented a Citizen Hero award to six-year-old boy at Trillium Creek Primary School in West Linn for his assistance in a family cardiac arrest

Respectfully submitted,

Division Chief EMS/Training/Wellness Bill Conway

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Medical Services Chief Josh Santos

Re: Emergency Medical Services Division Monthly Report – May 2018

- Began Medical Services Chief position on May 14th
- Shadow DC Conway for responsibilities and expectations
- Delivered Chain of Survival coins to responders who were unable to attend ceremony
- Attended AMR CQI meeting
- Attended Milwaukie Rotary meeting
- Attended Fire Defense Board meeting, including cloud-based data software presentation
- Assisted Kaiser Permanente with their Code Silver active shooter drill
- Met with training for medic unit transport training planning in academy
- Observed ePCR training in academy
- Attended Good Morning Oregon City
- Presented Citizen Hero award to 6 y/o boy at his primary school for his assistance in family cardiac arrest

Respectfully submitted,

Medical Services Chief Josh Santos

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Community Paramedic AmyJo Cook

Re: Emergency Medical Services Division Monthly Report – May 2018

- Assisted homeless couple with obtaining permanent, sustainable housing, and furnishings
- Project Hope outreach with NBC Nightly News crew ride along
- Attended Tri County Opioid Summit debrief
- Participated in Portland Today Talk Show as a guest/accepted interview with KGW news
- Supported Clackamas College EMT Program with ride time/ride alongX4
- Attended Vulnerable Adults Multi-Disciplinary Meeting
- Attended Clackamas County EMS Meeting/Presented about Project Hope
- Attended Imagetrend meeting with Columbia River Fire Community Paramedic
- Attended/Presented at Clackamas County Opioid Task Force meeting
- Patient outreach with Riverstone
- Attended MIHP Coalition Meeting in Bend, Oregon
- Assisted Clackamas County Behavioral Health with patient outreach
- Attended Housing Solutions Committee Clackamas County(HSCCC)
- Assisted with addiction recovery for persons at Mt. View Recovery
- Performed outreach at budget Inn for displaced residents
- Assisted 4 Project Hope clients
- Met with Riverstone to assist resident into permanent housing from homelessness
- Attended monthly I&R meeting
- Placed Project Hope client in Detox and recovery housing
- Performed community outreach to five vulnerable people in Clackamas County

Respectfully submitted,

Community Paramedic AmyJo Cook

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: EMS Training Officer Mike Verkest

Re: Emergency Medical Services Division Monthly Report – May 2018

- Participated in East Clackamas County EMS Association Meeting
- Attended Protocol Development Committee
- Attended AMR QI, Introduced Chief Santos
- Conducted 3 Volunteer EMT Protocol Exams
- Attended Zone Management Committee Meeting
- Participated in “Code Silver” Active Shooter Drill Planning Meeting with Kaiser Sunnyside
- Participated in Full day “Code Silver” Active Shooter Exercise with Kaiser Sunnyside
- “Active Violent Event” FRP Update continues with BC Rooney, BC J. Scheirman and ATO Brown with lessons learned from RTF Drill. Final submitted for approval
- Recorded 3 EMS Training quickies
- Attended the monthly and weekly Training Division Staff meetings
- Medic Unit Transport Meeting with EMS and Training Division
- Field Test of LUCAS 3 Mechanical CPR Device continues on M303.
- Recruit Firefighter Academy 18-02 Continues.
- Attended Clackamas County Quality Assurance workgroup
- Conducted Volunteer EMS Drill with Estacada: 2- nights: CPR Recertification

Respectfully submitted,

EMS Training Officer Mike Verkest

CASCADE TRAINING CENTER

Cascade Healthcare Services, LLC
Clackamas Fire District #1
Community CPR and First Aid Programs
Student Enrollment and Course Evaluation Summary

American Heart Association *Learn and Live*

AUTHORIZED TRAINING CENTER

Number of Classes Offered at Each Location

Class Type	May-18							
	Station 2	Station 3	Station 4	Station 5	Station 7	Station 10	Station 14	Station 15
BLS HCP			2	4			0	
HS FA, CPR & AED			1	1			1	
HS CPR & AED			1	1			1	
HS FA			1	1			1	
ACLS Renewal			0	2			0	
PALS Renewal			1	0			0	

Clackamas Fire Station Enrollment by Location

Class Type	May-18							
	Station 2	Station 3	Station 4	Station 5	Station 7	Station 10	Station 14	Station 15
BLS HCP			33	74			0	
HS FA, CPR & AED			12	7			16	
HS CPR & AED			2	4			0	
HS FA			1	0			0	
ACLS Renewal			0	17			0	
PALS Renewal			10	0			0	

Clackamas Fire Student Evaluation Summary -- May 2018

	1 (Strongly Disagree)	2 (Disagree)	3 (Neutral)	4 (Agree)	5 (Strongly Agree)
	1	2	3	4	5
Overall this course met my expectations:				13	163
The program was relative to my work and extended my knowledge:			3	18	155
Adequate supply of equipment that was clean and in good working order:				10	166
Method of presentation enhanced my learning experience:			1	15	160
Classroom environment was conducive to learning:			1	13	162
Instructor(s) provided adequate and helpful feedback:				8	168

Student's rating of the instructor's overall effectiveness:

Poor	Fair	Satisfactory	Good	Excellent
		1	13	162

Student would refer a friend/colleague to take the same course:

Yes	No
176	

Cascade Healthcare Services, L___

Clackamas Fire District #1

Community CPR and First Aid Programs

Student Enrollment and Course Evaluation Summary

Comments from Clackamas Fire Student Evaluations --May 2018

Awesome teacher, A+.

Instructor did a great job!

Have taken PALS trhough Cascade before- This was probably the best course yet.

Informative and straight to the point. Great job.

Great class & good pace of info!

Class was great!

Nice job, Matt! Very thorough communication. Really like your style. Thank you!

Engaging and knowledgeable about info.

Instructor was fun, knowledgable, helpful, awesome!

Very clear, straighforward and good flow to the class.

More time for hands on

Matt was the best BLS Instructor I have had in my 5 renewals. Very knowledgable & engaging.

A little distracing, i.e. overhead announcements. Obviously no way to avoid this at a firestation.

Good value for my time/money

Great job! Matt explained everything very well.

Thorough & well presented. Instructor was very knowledgable about topics & able to answer questions.

I felt that using the gauze and whole package was kind of wasteful - maybe that can be modified- felt bad throwing it all away- mostly unused.

Good job! She answered all my questions. Room a little cold.

Victoria is passionate and gave lots of relevant personal experience.

Best CPR Course ever. (I've had many -> 10)

Great teacher, very informative and helpful.

More scenarios for hands on please.

Great class.

He was great instructor. Highly recommend!

Instructed was very knowledgable. Appreciate that he has a lot of real life experience as a firefighter.

Very good class.

Great Class.

Video didn't work.

Good class. Practiced how it would be real life which is what we need.

My favorite!

Very personable and knowledgable.

Instructor was fun.

Great job, thank you!

Thanks!

I like the smaller class setting & closer to home.

Great, informative and efficient!

Best instructions I've had.

Will be def. telling coworkers to take this course at Happy Valley. I feel that it was worth my time and relevant.

Bubba is an excellent instructor! Clear, concise, timely, just perfect.

Video is very repetative for recert. Could be shorter. Good Instructors.

Great team teach.

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Training Chief Keith Smith

Re: Training Division Monthly Report – May 2018

Training Chief Keith Smith

- AVIDS meeting. Transfer of information to IT
- NAFT meeting. Discussion on MAWS and upcoming Fire Training
- HR Testing meeting. Creating a timeline for testing
- Senior Staff meetings.
- IMT Training in Salem. Training on communications
- Ops meeting (cancelled)
- Training Staff meetings. Planning upcoming training
- Schools and Conferences Management
- HR Testing Management
- BC Bargaining

South Battalion Training Officer Sean Brown

- Weekly Training Staff meetings: Every Wednesday morning I attend meetings with the Training Division staff and Wellness to coordinate calendars, hear important updates about district events or plan future class.
- Active Violent Event Meeting: I met with BC Scheirman, BC Rooney, FF Trevino, and EMS Training Officer Mike Verkest about lessons learned. We reviewed the FRP and made final suggestions.
- Volunteer Drills: I organized and taught a large area search drill to the volunteers at the Blue Heron Paper Mill. The drill was broken into three stations with volunteer instructors teaching TIC searches, untethered searches and searches with a MSL. I also assisted ATO Webster in teaching a Mayday and Accountability Drill.
- Rope Drill: I met T308 at the Blue Heron Paper Mill to scout for sites for next month's rope drill. We found one that served as a pick-off rescue scenario and I secured the schedule for FF Taylor.

- Rope Rescue Class: I met with Ross from Cascade Training Group and Lt. Knapp to discuss future rope rescue training for our upcoming personnel.

- Shift Coverage: I covered Capt. Gehrke for three hours during his chief's interview for the BC promotion.

North Battalion Training Officer Scott Walker

- The 2nd quarter drill is complete, everything went well. We had a lot of good feedback on the drill.

- I was able to attend a portion of one of the battalion drills. The crews from Station 14 and 9 did a great job preparing for the drill and put on a very informative talk and demo.

- Academy 18-02 is well under way and has been going very well. I have been assisting with all the drills and working on each week's observation reports for each recruit.

- Completed the Captain Probation credential and assigned it to current captains on probation.

- Assisted Dr. Warden with some water rescue information for a presentation he was putting together.

- Started work on the Fire Officer I Academy.

Academy Coordinator Steve Sakaguchi

- Volunteers
    - Assisted with password reset via helpdesk.
    - Developing a RH308 staffing plan/schedule to integrate our Rehab/Support Volunteers with academies to fill SCBA cylinders. Potential to expand rehab operations during labor intensive training days.
    - Met with VFF Austin Thiele, preliminary discussions on the workgroup to assist with the planning and delivery of Volunteer Academy 18-01.
    - Working with BC Deters and BC Smith on the number of recruits for Volunteer Academy 18-01.
- Explorers
    - Responded to inquiry regarding explorer program/career guidance in the fire service. Will be setting up a meeting to discuss paths to becoming a firefighter.
    - Working with Wellness to develop an algorithm for parental notifications in the event of explorer injuries.
    - Working with Wellness to find an appropriate youth strength and conditioning resources to assist with preparing our explorers for a fire service career.
- Training and Academy
    - FF18-02 Academy continues.
    - RH Lt. Rick Larson staffed RH308 for academy on 5/10/18 for Search Training.

- RH Lt. Jerry Kearney staffed RH308 for the Academy on 5/31/18 for RIT scenarios.
- Conducted recruit evaluations with Lt. Walker and Chief Smith covering week one through three evaluations.
- Site visit at a new Orthopedic Urgent Care in Lake Oswego to evaluate if this facility will better suit treatment for recruit injuries. Able to handle worker's comp claims, many of our local urgent care options lack in orthopedic injury evaluation and worker's comp claims.
- Mid Academy Assessments conducted on May 29. Assessments covered Fire Rescue Protocols, Policies, Firefighter skills and EMS skills.
- Medic Unit Transport Training meeting with EMS Training Officer Verkest and Chief Santos to address current budgetary constraints and develop a sustainable solutions moving forward

Respectfully submitted,

Training Battalion Chief Keith Smith

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Health and Wellness Manager Heather Goodrich

Re: Wellness Division Monthly Report – May 2018

The following summary of work includes those activities completed by Clackamas Fire Wellness Staff:

- Annual Clackamas Career Staff Fasting Lipid Testing. (8 people)
- Annual DOT pre-physical testing and lipid testing. (1 person)
- Coordinated new hire drug screens for administrative staff new hires. (1 person)
- Immunizations were provided to Clackamas career and volunteers. (12 people)
- Provided post blood borne pathogen blood draws. (1 person)
- Provided blood pressure check. (2 people)
- Coordinated annual NFPA 1582 physicals for 1 Clackamas Career Firefighter, 13 Suppression and Support Volunteers, 1 DOT annual physical and 24 interim physical reviews.
- Coordinated Fit for Duty physicals for injured career firefighters returning to duty. (3 people)
- “Clackamas Fire Wellness Program Overview” presentation to Portland Fire’s Executive Team, Wellness Committee and City of Portland’s attorney and Benefits Manager.
- “Health Insurance 101” presentation onsite for 18 career firefighter crews. (62 people)
- “Hip Neutral” practical demonstration and presentation onsite for 8 Career Recruits. (8 people)
- “Foam Roller” practical demonstration and presentation onsite for 8 Career Recruits. (8 people)
- Annual Fitness Testing for Clackamas Career Firefighters. (10 people)
- Annual Fitness Testing for Clackamas Volunteer Firefighters. (31 people)
- Annual submaximal treadmill testing and flexibility testing for Clackamas Career Firefighters. (65 people)
- Baseline submaximal treadmill testing and flexibility testing for Clackamas Recruits. (8 people)
- Coordinated morning workouts for Career Firefighter Recruits.
- Injury consultations and on-site treatment by the Athletic Trainer. (12 visits)
- Processed and provided follow-up for on-the-job injury reports and for Safety Committee. Eight injury reports were submitted with four of the eight turning into a workers’ compensation claims.

- Coordinated volunteer injuries and return to work program. (2 people)
- Provided requested health information and consultations to 7 firefighters and staff.
- Provided requested information about our program to Portland Fire, Lane County Fire, Central Pierce Fire and Rescue and Pacific County Fire District #1 via email and/or in person.
- Met with Canby Fire to start the transition of ending the Wellness IGA.
- Distributed the Wellness Update, EAP Employee Newsletter and EAP Supervisor Newsletter by email.
- Staff attended the Senior Staff, Insurance Committee, Division Manager, Munis and SAIF Open Claims Review meetings.

Respectfully submitted,

Health and Wellness Manager Heather Goodrich

Clackamas Fire District #1 Wellness Update

May 2018

Issue 213

Health Question of the Month

Q: Does ground flaxseed have more health benefits than whole flaxseed?

A: Flaxseed should be cracked or ground in order to obtain its full nutritional value and health benefits. However, ground flaxseed loses its freshness more quickly than whole seeds, so its best to refrigerate whole flaxseeds and then crush or grind them in a coffee grinder as needed.

Wellness News

- Annual career sub-maximal treadmill and flexibility testing will be scheduled this month and next. Wellness will perform treadmill testing onsite.
- Suppression Volunteer Fitness Testing will take place this month. Sign-ups are located on the volunteer website.

In this issue

Natl Data Shows State of FF Mental Health P.1

What is the Best Back Exercise? P.2

Obesity Impacts Kids' Liver Health P.3

Exercise of the Month: Side Step-Ups P.3

Healthy Recipe: Taco Lettuce Wraps P.4

NATIONAL DATA SHOWS FIREFIGHTERS' MENTAL, EMOTIONAL HEALTH NOT GETTING ENOUGH ATTENTION

In partnership with the IAFF, NBC New York and NBC Bay Area sent a confidential online survey to thousands of firefighters to hear directly from them about the impact of post-traumatic stress on their lives, and to learn what services are available to them when they need help.

From across North America, 7,000 firefighters responded, overwhelmingly reporting that stressful or traumatic experiences on the job have impacted their mental health. Among the struggles they say are directly connected to the job: 19% have had thoughts of suicide, 27% have struggled with substance abuse, 59% have experienced family and relationship problems and 65% are haunted by memories of bad calls.

The IAFF says the survey is unprecedented and highlights a critical need.

"What this study does is really bring home the numbers that we already knew were out there, that the firefighters are suffering from PTSD and other behavioral health disorders," says Jim Brinkley, director of Health and Safety for the IAFF. "And more importantly, there's a stigma attached to seeking help."

"It may seem contrary to everything you think of yourself, or want to believe," says Roy, a 25 year veteran firefighter from Connecticut, who recovered from his own trauma through intensive therapy. "But we're human. We're not superheroes."

"We suffer from the same challenges the general public does—financial issues, marital issues. Now you compound that with the horror we see every day, day in and day out. It adds up and eventually takes a toll," he said.

But firefighters say getting mental health assistance can be tricky. Of those who responded to the survey, 81% said they feared being seen as weak or unfit for duty if they asked for help. Additionally, 71% say they have not used services provided by their department's employee assistance program (EAP) for mental health issues related to their job. Of those who did use their EAP, 63% did not find it helpful.

"We're going to take a hard look at this survey to determine what is it we're doing right and more importantly, where are the gaps. What programming do we need to provide to make sure our members get the help they need?" says Brinkley.

"We don't typically trust outsiders," says Brinkley, explaining that the IAFF's new Center or Excellence for Behavioral Health Treatment and Recovery is staffed by firefighters and professionals who've received intensive training. "Having someone who understands what we've been through is incredibly powerful."

"Our intent is to get out and reach the members that have been affected, let them know what some of the signs and symptoms are that they are going to be experiencing and what services are available to them," says Brinkley.

Clackamas Fire has several resources available to aid at-risk employees. We currently have 31 trained Peer Supporters. Their contact information can be found on the D1Net, and on the refrigerator magnets in the stations. Also, our EAP provider, Reliant Behavioral Health, has a 24 hour crisis line that can be reached at 1-866-750-1327. These services are strictly confidential.

Source: www.nbcnewyork.com

When Heart Disease Runs in Family—Exercise May be Best Defense

Exercise may be the best way to keep hearts healthy -- and it works even for people with a genetic pre-disposition for heart disease, according to new findings.

Data assessed from roughly a half-million people showed that greater grip strength, more physical activity and better cardiorespiratory fitness are all associated with reduced risk for heart attacks and stroke, even among people with a genetic predisposition for heart disease.

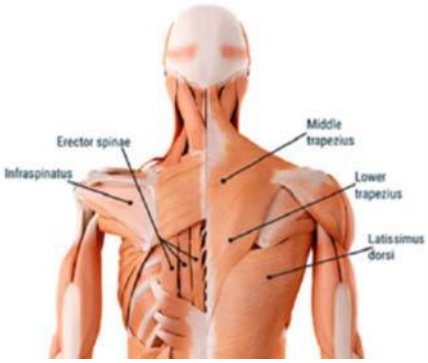
For participants with an intermediate genetic risk for cardiovascular diseases, those with the strongest grips were 36% less likely to develop coronary heart disease and had a 46% reduction in their risk for atrial fibrillation compared to study participants with the same genetic risk who had the weakest grips.

Among individuals deemed at high genetic risk for cardiovascular diseases, high levels of cardiorespiratory fitness were associated with a 49% lower risk for coronary heart disease and a 60% lower risk for atrial fibrillation compared to study participants with low cardiorespiratory fitness.

"The main message of this study is that being physically active is associated with a lower risk of heart disease, even if you have a high genetic risk," said Dr. Erik Ingelsson, M.D., Ph.D., lead author of the study and a professor of Medicine at Stanford University.

Previous research found associations between exercise and heart health, but less was known about the cardiovascular effect of exercise in persons with a family history of heart disease.

Source: Circulation, Apr. 2018



What is the Best Back Exercise?

Training the muscles of the back is a complicated endeavor, as evidenced by the number of exercise machines designed to address this region of the body. From the lat pull-down and back extension machines to pull-up bars and free weights, the options seem endless. Of course, there is good reason for this, as the muscles of the back vary tremendously in terms of their functions and angles of contraction.

Consider the five muscles evaluated for this study, which are listed below along with their primary functions. The research team chose these muscles for a couple of specific reasons. First, they wanted to evaluate muscles from the top to the lower part of the back. They also wanted to avoid “cross talk” between muscles, which occurs when the signal from one muscle interferes with the signal of another due to the layering aspect of the back muscles.

- **Middle trapezius:** Upward rotation and adduction of the scapulae
- **Lower trapezius:** Depression of the scapulae
- **Latissimus dorsi:** Extension, adduction, horizontal abduction, and internal rotation of the shoulder
- **Infraspinatus:** External rotation of the shoulder (this is one of the rotator cuff muscles)
- **Erector spinae:** Extension and lateral flexion of the spine

Clearly, it would be challenging to effectively work all of these muscles simultaneously with a single exercise. That said, most people are looking to maximize their workout time. To gain a better understanding of how to best target the muscles of the back with as few exercises as possible, ACE enlisted the help of John Porcari, Ph.D., and his team of researchers in the Department of Exercise and Sport Science at the University of Wisconsin–La Crosse.

Electrode measurements were taken from different muscles for the following eight exercises:

- Lat pull-down
- Seated row
- Bent-over row
- Inverted row
- Pull-up
- Chin-up
- TRX row
- I-Y-T raises

The results of this study indicate that there isn’t one specific exercise that best activates all five muscles tested to the greatest degree. According to Dr. Porcari, if a person had to choose one exercise, the bent-over row would be the best option, as it activated three of the five back muscles to the greatest degree and was the second best exercise for the other two muscles.

If a person has the time available, the top two exercises to include in an exercise routine would be the bent-over row and the I-Y-T raises, which had the greatest activation in three of the five muscles and was the second best in one of the muscles.

If wanting to specifically work the latissimus dorsi, the exercises of choice would be chin-ups and pull-ups. These findings support the notion that individuals will need to use a variety of exercises to train the entire back effectively.

It might surprise some to see that TRX rows were outperformed by the other exercises tested in terms of muscle activation. However, it is important to note that suspension trainers like the TRX offer benefits far beyond muscle strengthening, including whole-body balancing and stability training, as well as the development of accessory muscles. All of these elements should be addressed in a well-rounded exercise regimen.

Source: www.acefitness.org

Obesity Impacts Liver Health in Kids as Young as 8

A new study published last month in the *Journal of Pediatrics* is the first to show that weight gain may have a negative impact on liver health in children as young as 8 years old. The study found that bigger waist circumference at age 3 raises the likelihood that by age 8, children will have markers for nonalcoholic fatty liver disease. Previous studies have focused on fatty liver disease in adolescents and young adults.

"With the rise in childhood obesity, we are seeing more kids with nonalcoholic fatty liver disease in our pediatric weight management practice," said Jennifer Woo Baidal, MD, MPH, assistant professor of pediatrics at Columbia University. "Many parents know that obesity can lead to type 2 diabetes and other metabolic conditions, but there is far less awareness that obesity, even in young children, can lead to serious liver disease."

Nonalcoholic fatty liver disease occurs when too much fat accumulates in the liver and triggers inflammation, causing liver damage. The condition affects an estimated 80 million people in the U.S. and is the most common chronic liver condition in children and adolescents. While the disease is generally symptomless, progression of nonalcoholic fatty liver disease can lead to cirrhosis (scarring) of the liver and, in some instances, liver cancer.

The researchers measured blood levels of a liver enzyme called ALT -- elevated ALT is a marker for liver damage and can occur in individuals with nonalcoholic fatty liver disease and other conditions that affect the liver -- in 635 children from Project Viva, an ongoing prospective study of women and children in Massachusetts.

By age 8, 23 percent of children in the study had elevated ALT levels. Children with a bigger waist circumference (a measure of abdominal obesity) at age 3 and those with greater gains in obesity measures between ages 3 and 8 were more likely to have elevated ALT. Approximately 35 percent of 8-year-olds with obesity had elevated ALT versus 20 percent of those with normal weight.

"Currently, the best way for kids and adults to combat fatty liver disease is to lose weight, by eating fewer processed foods and getting regular exercise. We urgently need better ways to screen, diagnose, prevent, and treat this disease starting in childhood."

Source: Columbia University Medical Center. (2018). Obesity impacts liver health in kids as young as 8 years old. *ScienceDaily*. Retrieved 2018 from www.sciencedaily.com/releases/2018/04/180404093950.htm

Exercise of the Month

Side Step-Ups

Although we frequently move laterally during real-life activities, too many exercises only focus on forward or linear motion. This exercise is an exception.

- *How to:* Select a step height at which the knee is 90 degrees when the foot is placed upon it. With the right foot centered on the step, press downward into the full foot. Engaging the muscles of the right hip, drive the left knee up. Slowly lower down with a soft landing and repeat.
- *Options:* The step can be lowered to decrease the intensity; conversely, dumbbells can be held to increase the load.

May Kicks Off Farmers Market Season

Local farmers markets are kicking off this month! See the list of Clackamas County markets below:

- **Boring Farmers Market**; 2nd Saturday, 10:00 am-3:00 pm, Downtown Boring
- **Canby Farmers Market**; Saturdays, 10:00 am-2:00 pm, NW 1st & Holly St.
- **Damascus Farmers Market**; Wednesdays, 4:00 pm-7:30 pm, Centennial Park
- **Estacada Farmers Market**; Saturdays, 10:00 am-2:00 pm, 664 NW Wade St
- **Happy Valley Sunnyside Farmers Market**; Saturdays, 9:00 am-2:00 pm, 14100 SE Sunnyside Rd
- **Lake Oswego Farmers Market**; Saturdays, 8:30 am-1:30 pm, Millennium Plaza Park
- **Milwaukie Sunday Farmers Market**; Sundays, 9:30 am to 2:00 pm, SE Main & Harrison
- **Oregon City Farmers Market**; Saturdays, 10:00 am to 2:00 pm, 2051 Kaen Rd
- **West Linn Summer Street Market**; Wednesdays, 4:00 pm to 8:00 pm, Willamette Falls Dr between 12th & 14th (Starts June 6th)

CFD1 Wellness Program Contact Information:

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Clackamas, OR 97015
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Medical Assistant
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Cell: 971-284-3343
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Athletic Trainer
Jennifer Adams
Cell: 503-706-4041
jennifer.adams@clackamasfire.com

Taco Lettuce Wraps

INGREDIENTS

- 8 small iceberg or romaine lettuce leaves or 4 large, cut in half
- 1 lb. lean ground beef
- 1 TB oil (canola or other)
- 1/4 tsp salt
- 5 TB prepared salsa
- 1 TB rice vinegar
- 1 1/2 tsp ground cumin
- 1 cup diced avocado
- 1 cup julienned jicama
- 1/4 cup finely diced red onion

DIRECTIONS

1. Wash and dry lettuce leaves well and cut out any tough ribs.
2. Heat oil in a large nonstick skillet over medium-high heat. Add ground beef, season with salt and cook, stirring often, until cooked through, 4 to 6 minutes.
3. Meanwhile, whisk salsa, vinegar and cumin in a small bowl.
4. Remove the pan from the heat, add the salsa mixture and stir to combine. Serve in the lettuce leaves, topped with avocado, jicama and onion.

****Tip: Jicama is a round root vegetable with thin brown skin and white crunchy flesh. It has a slightly sweet and nutty flavor. To peel it, use a small, sharp knife or vegetable peeler, making sure to remove both the papery brown skin and the layer of fibrous flesh just underneath.*

Nutrition Facts:
Servings: 4
Serving Size: 2 wraps
Amount Per Serving:
Calories: 291
Total Fat : 19g (5g saturated, 10g monounsaturated)
Cholesterol: 72mg
Carbohydrate: 8g
Fiber: 4g
Protein: 23g

Source: www.webmd.com

DID YOU KNOW?

The risk of obesity jumps almost 25% with each two-hour increase in daily television watching. Turn off the TV!

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Division Chief Mike Corless

Re: Operations Division Monthly Report – May 2018

The following summary of work includes those activities completed within the Operations Division.

- Meetings Attended:
  - Staff Meetings
  - Monthly OPS
  - Board Meeting
  - Weekly Fleet/Logistics building updates
  - Station 16/19 building updates
  - Bargaining
  - CCOM Fire Users
  - Budget development
  - Promotional Testing development

- May 1st EGIS demo at TVFR
- May 2nd Walk through Fleet/Logs with RFM
- May 3rd LT Jeff Smith retirement celebration
- May 3rd Budget Committee Meeting
- May 7th Met with MSA regarding SCBA
- May 14th CCOM bargaining
- May 15th Alternative shift schedule demo and discussion
- May 16th Met with Gore Rep (PPE)
- May 16th Fleet/Logistics tour with the Board of Directors
- May 29th CCOM bargaining
- May 30th GMOC
- May 30th Met with Ian Crawford from WCCCA regarding MDC mapping
- May 31st BC promotional interviews

Respectfully submitted,

Division Chief Mike Corless

North Battalion A Shift
Battalion Chief Jason Ellison

- Significant Incidents
  - 05-03 Car fire on I205
  - 05-22 Small brush fire off I205
  - 05-28 Small brush fire on 205

- Projects
  - 05-01 Attend academy and helped with ladder day
  - 05-03 BC contract bargaining, LT smith retirement party.
  - 05-04 Took E301, E304 and HR305 to ice cream for FF appreciation day.
  - 05-28 AAR of 42nd fire.

North Battalion B Shift
Battalion Chief Scott Carmony

- Large Incidents
  - May 25, 2018, Commercial Fire – 9055 SE Enoch Ct in Clackamas at 11:52 Hours
    - Fire in the roof and attic of a commercial shop. Extinguished with one alarm-No injuries
  - May 26, 2018, House Fire – 4136 SE King Rd at 01:17 hours
    - Well involved 2 story home. Extinguished with one alarm-No Injuries
  - May 26, 2018, Commercial Fire – 9299 SE 64th Ave. at 14:21 hours
    - Fire in ventilation system of a hazardous processing building. Unable to use water for extinguishment. Full commercial; alarm used for extinguishment with dry chemical agents–No Injuries

- Significant program/facility/project achievements
  - Initiated 2018 Hose and ground ladder testing at the Safeway Distribution Site on Jennifer
  - Worked with Chief Burke to update the High-rise Firefighting Policy and plan foe third quarter department training in high-rise firefighting.
  - Conducted two Talking Tactics Webinars on building searches focusing on single and multi-family residential building. Guest speaker Lt. McWilliams
  - Ordered 2 ½ inch hose in-line pressure gauges for hire-rise fire deployment

North Battalion C Shift
Battalion Chief David Scheirman

- Large Incident
  - May 18th- assisted BC 301 with a manufactured home heavily involved in fire. Upon arrival fire was spreading to two adjacent exposures. BC302 was assigned as Safety.
  - May 21st just before 6 pm a large house fire was report5ed off Mt. Scott Blvd in Happy Valley. Upon arrival crews found a 3200 square foot house with fire in possession of all 3 floors. A second alarm was called and crews backed out until the main body of the fire could be suppressed. At one point 6 hnadlines and a ladder pipe from T308 were used to bring the fire under control. Portland Fire sent and Engine and Battalion Chief and provided move ups during the fire. Prevention is investigating the cause.
  - May 24th a barn fire was reported off Lower Highland Rd. It was determined that this was an incorrect address and crew were sent to HWY 224 in Eagle Creek. A large column of smoke was visible for many miles. Crews found a metal pole barn with numerous cars inside on fire and many more on the exterior on fire or threatened.

Eventually 9 Water Tenders responded. We received mutual aid from Estacada Fire, Sandy Fire Hoodland Fire, Colton Fire and Canby Fire. ODOT, CCSO, PGE, CCOM and Clackamas County Roads all assisted in bring the incident under control. Clackamas Roads brought in an excavator with a thumb and cut the overhaul process down by many hours.

- Significant program/facility/project achievements
  - Highrise policy with BC Slater
  - Target Hazard walk through of downtown Milwaukie building.
  - Attended Volunteer drill and discussed apparatus placement and alarm responses.
  - Attended Chief's forum for city of Milwaukie on May 24th.
  - Attended The Altamont HOA meeting on May 9th.
  - Listened to presentation on Health Insurance by Wellness Manager Goodrich.
  - Assisted with hose testing

East Battalion A Shift
Battalion Chief Brian Burke

- Significant Events:
  - May 4th Car over cliff Eagle Creek area – HR305, T308, E314, BC301, Estacada Fire – Rope rescue team set up a stretcher over the edge. Extrication also needed. Patient transported by LifeFlight.

- Projects:
  - Quarterly Probationary Apparatus Operator testing
  - Probationary Firefighter hands on training
  - CAD mapping program meeting with multiple agencies
  - Meeting with Probationary Lt Hon
  - Work with AO Savage on UL Firefighter Safety study on Interior/Exterior Firefighter Tactics

East Battalion B Shift
Battalion Chief Brian Rooney

- Significant Incidents
  - 5/26 Commercial Structure Fire 9299 SE 64th

- Projects/Events/Meetings
  - 5/8 Senior Staff Meeting, Station Visits
  - 5/17 FRP/SOP planning meeting
  - 5/17 Estacada Fire Board Meeting
  - 5/29 Senior Staff Meeting, Training Meeting with ATO Brown, Station Visits

- Training
  - This month's training revolved around Mandatory Training and EMS to include:
  - Water Rescue
  - Wildland Fire/Wildland Battalion Drill
  - Rural Water Supply Drill
  - ICS training with volunteers
  - CSR Shoring drill
  - MDC/CAD
  - SCBA FIT testing

- EMS Recertification training.

East Battalion C Shift
Battalion Chief John Hopkins

- Significant Incidents
  - Provided coverage officer duties for the shop fire in Eagle creek
  - Assisted BC302 by providing incident safety officer functions with a house fire on Mt. Scott Blvd.
  - Assisted BC302 with a MVA Life flight call as a result of a police pursuit.
  - Assisted Colton Fire with CFD units and Estacada units.
  - Provided station coverage for Estacada while they assisted on two major alarm fires in Colton.

- Projects/Events/Meetings/Training
  - Returned to the line May 21 from light duty
  - Assisted Estacada Fire District with Volunteer training
  - DC Corless expectations meeting with me
  - Expectation meetings with Co's on my shift.
  - Tactical scenario reviews with probationary officers

South Battalion A Shift
Battalion Chief Burke Slater

- Landed Life Flight on a shooting call on S Upper Highland road, 2 Pt.'s.
- MVA into the Chevron on Hwy 213 with fuel pumps and the car involved in fire, the driver was then hit and killed on Hwy 213 while trying to flee.
- Met with T316 and E303 about High-rise policy and hose deployment changes.
- Senior staff meetings. Scene walk through of 12500 Se Idleman Dr. house fire, water supply discussion with BC's 302 and 301.
- BC 303 was assigned the Safety Officer at the King Rd. Fire, Family of 4 were home, dad received medical care at the burn center for burns to his hands trying to extinguish.
- Attended the Memorial Day celebration at Mt. View Cemetery, E317 and BC 303 placed a wreath at the Memorial flag and placed the uniform hat on the grave stone of FF George Mead who died in the line of duty in Oregon City on November 20th 1956.
- Tuesday the 29th I assisted in the beginning of Hose and Ladder testing at the old Safeway distribution site on SE Evelyn, the testing continued for the entire week and completed 12 engines, 4 water tenders and 3 brush rigs in addition to the logistics supply of hose and extra ladders.

South Battalion B Shift
Battalion Chief Jonathan Scheirman
The following summary of work includes those activities completed within BC3 B Shift.

- Made several station visits.
- Evaluated Probationary AO end of phase testing.
- Recorded a Target Solutions training video on the upcoming wildland season.
- Attended Wildland Battalion drills.
- Prepared supplies, IMT vehicles, and call down list for this year's fire season.
- Hosted a meeting with ODF's Molalla District Fire Operations Boss.
- Attended the Chain of Survival Awards in Oregon City.

- High Angle Rescue @ S. Family Camp Road and S. Sawtell Rd. Molalla. T316, HR305, & BC303 assisted Molalla Fire on a vehicle over a cliff. The vehicle proved to be unoccupied once it was accessed via a high angle rope system.
- Commercial Fire @ 7445 SE JCB. The fire was contained to a full dumpster that was close to an additional commercial building. Due to the heavy security around the business, access was an issue. This in the second similar fire at this location in the past year. The business paints and refurbishes forklifts. The fire was under investigation.
- Commercial Fire @ 780 Portland Ave. Gladstone. CFD crews assisted GFD on a fire at Gladstone's laundry mat. The fire was confined to a dry.

South Battalion C Shift
Battalion Chief Oscar Ramos

- Attended retiring Lt. Jeff Smith's retirement celebration at station 6
- Shed/shop fire in Beavercreek area called in by retired Captain Will Weatherly
- Met with Water Rescue Captain Olson to forecast upcoming retirement replacements
- Newly promoted BC Burke Slater rode along during the month to learn job duties and idiosyncrasies of the position
- Shed/shop alongside a residence structure fire two houses south of Beavercreek fire station 10 was a total loss
- Met with Special Operations Captains throughout the month for personnel forecasting as well as upcoming year training outlook and prep for new budget year
- Attended Board meeting
- Large residential fire on 132nd just as board meeting was beginning – second alarm, with all three on duty BCs assisting at the beginning because of proximity to board meeting
- Large industrial shop fire in Eagle Creek with another two alarms due to remoteness and complex setting with many outbuildings and debris throughout
- Met with Operations Chief to go over goals and expectations and discussing personnel
- Attended Good Morning Oregon City at station 17 with M316, E317, E315 and staff chiefs for great presentation by OC Chamber of Commerce and great presentation of station 17 by all crews of station 17

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Volunteer Services Chief Steve Deters

Re: Volunteer Services Division Monthly Report – May 2018

The following report is a breakdown of Volunteer activity in training and scheduled public events.

Fire Training:
Drills in the month of May focused on:

- 05/02/18 - RH 308 to Blue Heron Blue Heron paper mill
- 05/02/18 - Search Operations
- 05/03/18 - Search Operations
- 05/03/18 - RH 308 to Blue Heron Blue Heron paper mill
- 05/09/18 - Mayday & Accountability
- 05/10/18 - Mayday & Accountability
- 05/23/18 - Rehab support drill
- 05/23/18 - Setting Up Scene Success
- 05/24/18 - Setting Up Scene Success
- 05/30/18 - Live Fire
- 05/31/18 - Live Fire

EMS Training:
May EMS Training drills focused on:

- 05/16/2018 - CPR Recertification Drill
- 05/17/2018 - CPR Recertification Drill

In May the Volunteer group participated in the following Events/Meetings:

- 05/06/18 –Volunteer Association meeting
- 05/06/18 – EMT Stand-By – Wildland Physical Ability testing
- 05/10/18 - 2018 Fitness Testing Clackamas Fire Wellness
- 05/12/18 - Volunteer Recruit - Final Interviews
- 05/16/18 - Fitness Testing - Clackamas Fire Wellness
- 05/17/18 - Fitness Testing - Clackamas Fire Wellness
- 05/23/18 - Fitness Testing - Clackamas Fire Wellness

Recruitment:
Recruit Academy 18-01 – candidates are in Pre-physical and Doctor Physical portion of the process.

Explorers:

- Focused on basic firefighting skills

Public-Relations:

- None reported.

Station Coverage:

The following is a breakdown per station that had a Duty Shift.

- Stn.12 – 7/31
- Stn.13 – 27/31
- Stn.18 – 28/31
- Rehab/Water Tender Group – 20/31

Personnel Changes:

- FF/EMT – Vinnie Fazzolari -Resigned

Respectfully submitted,

Volunteer Services Chief Steve Deters

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Facility Maintenance Manager Scott Vallance

Re: Facility Maintenance Division Monthly Report – May 2018

Our continued nice weather has everything growing and wanting attention. In addition to keeping up on field mowing, we're helping to get sprinkler systems active for the summer and continuing outdoor projects.

- We've been working through a spate of generator problems at a number of stations
- We've also been hit with a number of HVAC failures (3 stations) that required replacement of aging units that have reached end of life
- The annual hydrant maintenance cranked up in mid-May. The Team this year consists of Joey barber, Austin Burke and Noah Steinberg. The team will perform the maintenance of roughly half (4500+/-) of the Districts 9000+ fire hydrants. I, and the crews, appreciate their work VERY much!
- Met with a subcontractor for the developer doing the work next to station 6 to discuss the possibility of them coming on to a small part of District property. Followed up with an extensive letter of requirements and parameters and still waiting for a response
- Requested a "Leak Adjustment" from Sunrise Water Authority after our domestic water line leak repair last month at St. 5. The District was given a credit of almost $3200 as a result of this request. Our thanks to Sunrise Water!
- Attended the A/P process meeting

Clackamas Fire District #1

Financial Services Division

To: Chief Fred Charlton and the Board of Directors

From: Finance Director Christina Day

Date: June 18, 2018

Re: Finance Division Monthly Report – May 2018

Below are a few highlights of activities in Financial Services for the months of May and June 2018.

- Budget Process – Finance Director Day continued to work with Chiefs and managers to monitor the FY2017-18 Budget, including developing year-end estimates and updating the long-range financial forecast. The Budget Committee met and approved the Proposed Budget as submitted at its May 3, 2018 meeting. Executive staff continues to review and refine budget requests and spending for FY2018-19 and will likely ask the Board to consider some minor changes to the Approved Budget at the June 18, 2018 Public Hearing.

- Banking and Investments – Chief Charlton and Finance Director Day met with a bank representative to discuss options for funding construction of the new Administration building. Finance Director Day also met briefly with an investment management company to learn more about the possibility of investing certain funds at rates above the LGIP, but still within public investment requirements. Finance Director Day is working with bank representatives to improve the Fire District's process for receiving cash and payments as well.

- Accounts Payable – Accounts Payable staff continue working on process improvement changes, including setting up auto-pay for utilities. During the month of May, Accounts Payable processed 465 invoices and prepared 392 disbursement checks.

- Munis – Payroll Administrator Burns and Finance Director Day participated in the kickoff of Phase III of Munis, installing the HR and Payroll module. There were six days of process review and system design during the month of May. Staff continues to work with Tyler Technologies on several implementation changes for Phase I General Ledger to refine and improve processes and information available.

- Staffing – Senior Accountant Dave Peterson resigned in mid-May and another recruitment process has begun. The position will be advertised as 300-level Accounting Specialist to widen our pool of qualified applicants, as well as posting in multiple professional organizations and employment boards. The application process will close the end of June and application reviews will begin. A temporary employee has joined Finance to help with workload.

- Training – Finance Director Day attended the Government Finance Officers Association Conference in St. Louis in May. Multiple Finance staff members have attended webinars from Tyler Technologies as well.

- Committees – Finance Director Day participated in the quarterly employee health trust meeting during May. She also filed annual tax returns and prepared monthly reports for the Foundation and attended the meeting on May 22.

Looking ahead:

- Munis HR/Payroll Implementation – Finance Director Day and Payroll Administrator Burns will be attending three days of meetings/trainings for further system design June 26-28, 2018. Implementation will continue in July, with nine days of meetings.

- Budget – Public Hearing for adoption is set for June 18, 2018.

- Year End Closing – Finance staff have begun reviewing and reconciling accounts in the General Ledger to prepare for Year End Closing. Additionally, staff have been attending webinars and performing research on the Year End Closing process, as this year will be our first process in Munis. Invoices and payments for FY2017-18 will continue until mid-August, with the fiscal year closing around September 1, 2018 for audit preparation.

Respectfully submitted,

Finance Director Christina Day

FINANCIAL REPORT – Period ending June 30, 2018 (FY2017-18)

General Fund 10
As of May 31, Fiscal Year 2017-18 is 91.7% complete and staff continues to monitor spending carefully.

Following is a summary of financial activity through May 31, 2018:

Revenues: The General Fund has received $49,044,839 in property tax revenues, of which $869,991 is from prior year's taxes and remainder is current. These funds were transferred to the Local Government Investment Pool by the Treasurer's Office. The Fire District has also recognized revenues of $1,302,211 in conflagration reimbursements, which include all deployments, but the reimbursement for the second California conflagration may not arrive during FY2017-18. Additional revenues from contracts, interest, and other sources total another $1,916,643.

Expenditures: The General Fund has expended funds in the following categories on a year-to-date benchmark of 91.7%:

Category:	% of Budget Used
Salaries	97.0%
Benefits	91.6%
Materials & Services	86.9%
Capital Outlay	70.2%

Equipment Reserve Fund 20
Total expenditures in this fund equal $430,808, or 98.4% of budget, through May 2018. Purchases include a Kubota tractor for $32,137, a medic body for $144,713, and several staff vehicles. This fund has also received $12,408 in revenue from the sale of surplus items to date.

Capital Projects Fund 30
Total expenditures in this fund equal $356,486, or 14.6% of budget, through May 2018, with another $13,045 encumbered for replacement of heat exchangers. Expenditures to date include costs for the Administration remodel and the final installment payment on the purchase of Station 17.

Enterprise Fund 40
There has been no notable activity in this fund yet this fiscal year.

Debt Service Fund 50
The Debt Service Fund has received $1,936,891 in property tax revenues thus far in Fiscal 2017-18. Total expenditures in this fund equal $744,743 through May 2018, reflecting GO bond debt service payments for interest. Series 2015 and 2017 debt service payments will be made June 1 as well.

Bond Construction Fund (Sinking) 60
Bond project-related construction costs total $12,630,343 for FY 2018 thus far, including $8 million in payments to Emerick Construction for the design/build contract on Stations 16 and 19. Expenditures are currently at 74.5% of budget (excluding funds encumbered).

PERS Reserve Fund 70
There has been no notable activity in this fund yet this fiscal year.

Investment Activity

Short-term Investment Portfolio
The table below indicates the balances of cash accounts as of May 31, 2018.

Short-term Investments as of May 31, 2018	
Local Government Investment Pool	$33,281,089
Key Bank Checking	$3,206,639
Meritain Trust	$3,000
TOTAL:	**$36,490,728**

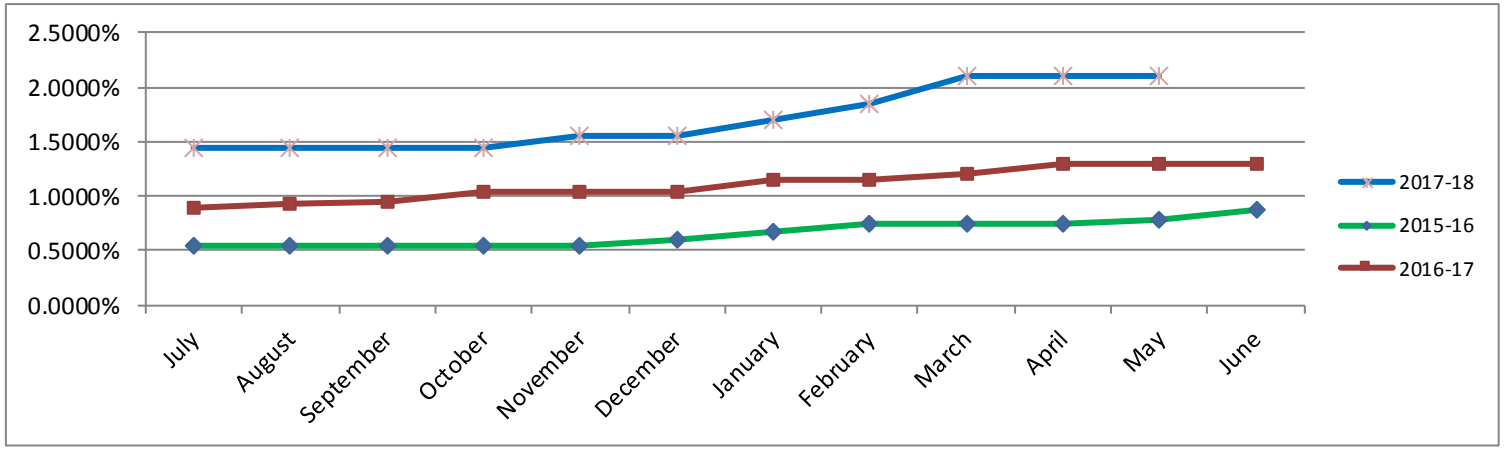
The Oregon LGIP interest rate remains at 2.10% through May 2018.

Clackamas County Fire District No. 1			
LGIP Monthly Interest Rate Averages			**Monthly Earnings LGIP**
May	2017	1.3000%	$41,021.86
June	2017	1.3000%	$38,021.67
July	2017	1.4500%	$49,636.67
August	2017	1.4500%	$39,740.33
September	2017	1.4500%	$33,388.85
October	2017	1.4500%	$29,056.74
November	2017	1.5500%	$39,147.46
December	2017	1.5500%	$78,462.74
January	2018	1.7000%	$78,113.21
February	2018	1.8500%	$69,698.29
March	2018	2.100%	$75,133.15
April	2018	2.100%	$74,526.76
May	2018	2.100%	$67,009.25

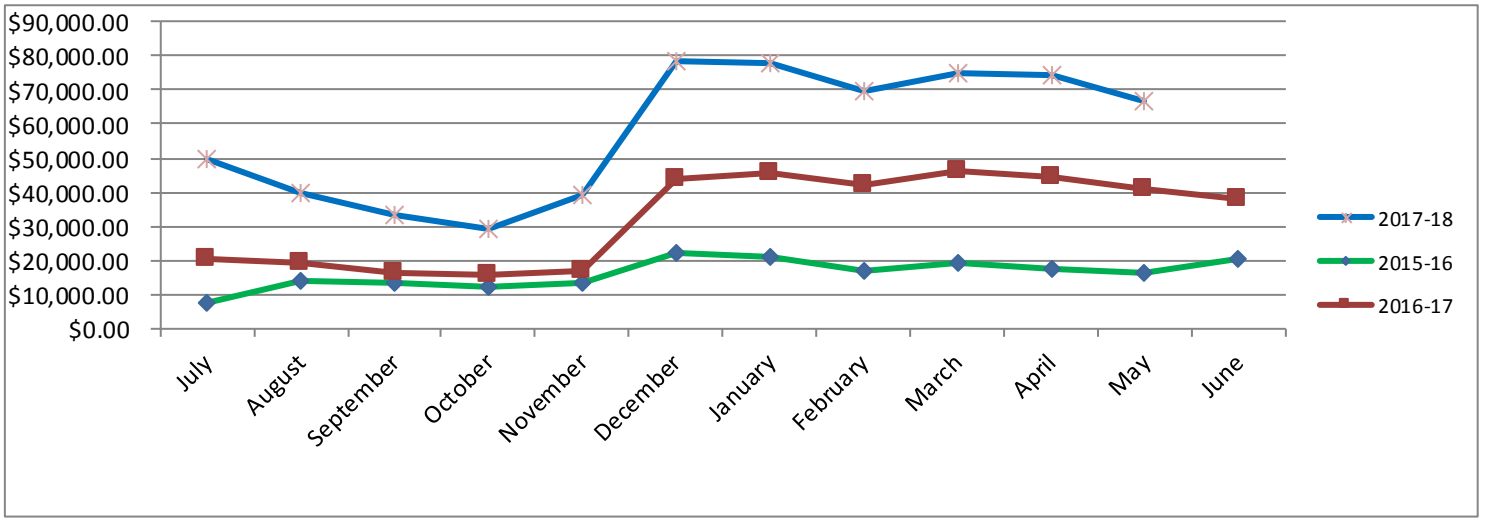
Clackamas Fire District #1

LGIP Interest Rates and Revenue

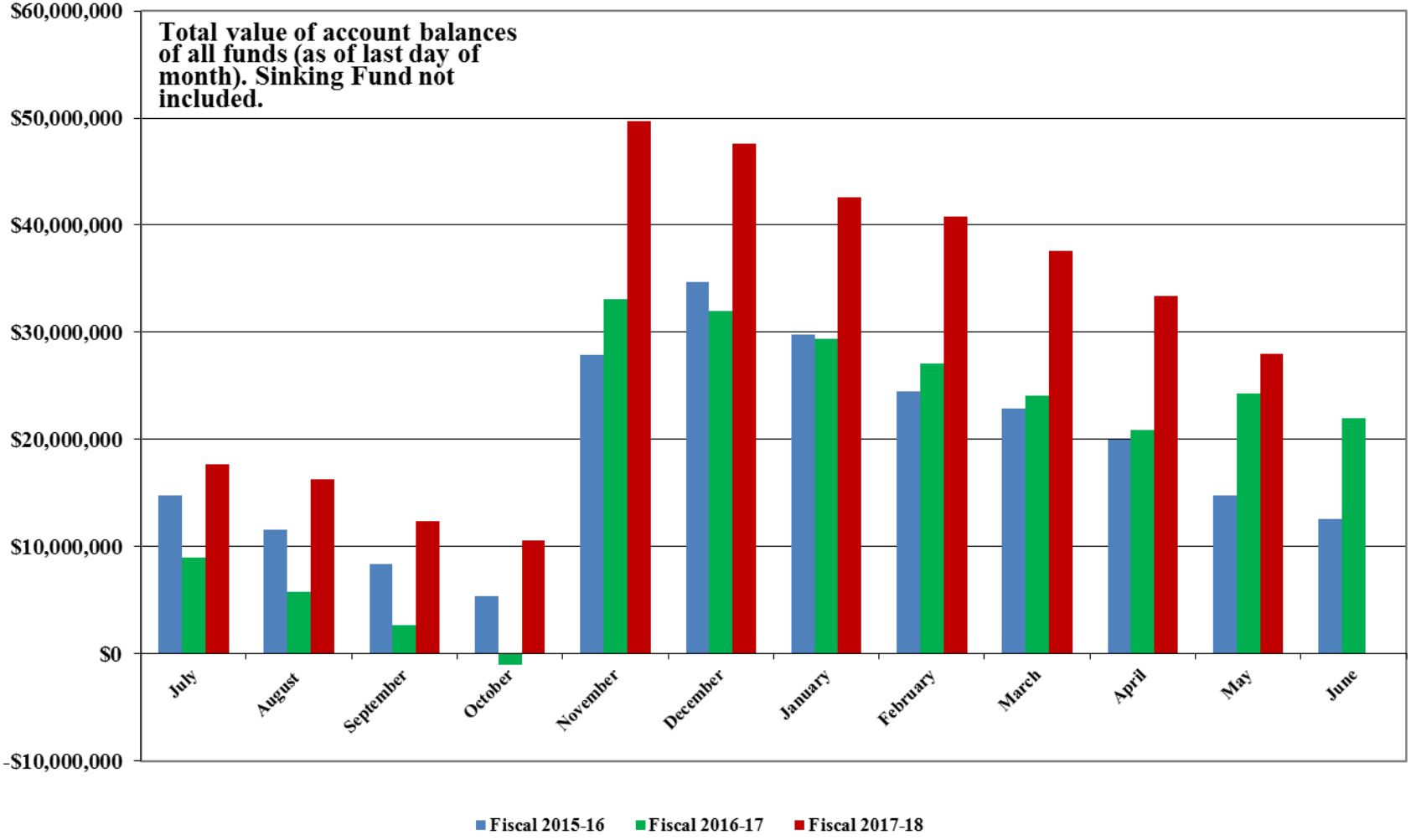
Interest Rates - Fiscal 2015-16 to Present



Interest Revenue - Fiscal 2015-16 to Present



Clackamas County Fire District #1
Account Balances by Month



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FOR 2018 11

ACCOUNTS FOR: 10 General Fund

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
00 Beg Fund Bal						
9995 Beg Fund Bal						
-18,261,560.00	0.00	-18,261,560.00	0.00	0.00	-18,261,560.00	.0%
TOTAL Beg Fund Bal						
-18,261,560.00	0.00	-18,261,560.00	0.00	0.00	-18,261,560.00	.0%
01 Tax Revenues						
4450 Current Year Prop Taxes						
-49,822,766.00	0.00	-49,822,766.00	-48,163,935.79	0.00	-1,658,830.21	96.7%
4455 Prior Year Prop Taxes						
-1,088,908.00	0.00	-1,088,908.00	-869,990.96	0.00	-218,917.04	79.9%
4460 Other Taxes						
-8,000.00	0.00	-8,000.00	-10,912.00	0.00	2,912.00	136.4%
TOTAL Tax Revenues						
-50,919,674.00	0.00	-50,919,674.00	-49,044,838.75	0.00	-1,874,835.25	96.3%
03 Interest						
4490 Investment Interest						
-150,000.00	0.00	-150,000.00	-440,993.97	0.00	290,993.97	294.0%
TOTAL Interest						
-150,000.00	0.00	-150,000.00	-440,993.97	0.00	290,993.97	294.0%
04 Other Revenues						
4500 Contract Revenue						
-477,146.00	0.00	-477,146.00	-492,165.57	0.00	15,019.57	103.1%
4502 Training Class Revenue						
0.00	0.00	0.00	-175.75	0.00	175.75	100.0%
4510 ASA Revenue						
-125,000.00	0.00	-125,000.00	-87,731.50	0.00	-37,268.50	70.2%

FOR 2018 11

ACCOUNTS FOR: 10 General Fund

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
4512 Medical Supply Reimb						
0.00	0.00	0.00	-18,102.25	0.00	18,102.25	100.0%
4513 Other Reimbursements						
0.00	0.00	0.00	-3,974.10	0.00	3,974.10	100.0%
4539 Conflagration Reimbursement						
0.00	0.00	0.00	-1,302,211.06	0.00	1,302,211.06	100.0%
4541 Gain/Loss on Inventory Sales						
0.00	0.00	0.00	-95,925.81	0.00	95,925.81	100.0%
4542 Sale of Goods/Services/Eqpt						
0.00	0.00	0.00	-13,516.68	0.00	13,516.68	100.0%
4545 Other Post-Employ Bene Revenue						
-387,862.00	0.00	-387,862.00	-467,259.10	0.00	79,397.10	120.5%
4560 Grant Revenue						
0.00	0.00	0.00	-236,696.96	0.00	236,696.96	100.0%
4570 Transportation Response Revenu						
-350,000.00	0.00	-350,000.00	-512,846.11	0.00	162,846.11	146.5%
4571 Other Revenues						
-245,000.00	0.00	-245,000.00	-224,708.00	0.00	-20,292.00	91.7%
TOTAL Other Revenues						
-1,585,008.00	0.00	-1,585,008.00	-3,455,312.89	0.00	1,870,304.89	218.0%
05 Transfers In						
4610 Transfers from other Funds						
-365,000.00	0.00	-365,000.00	0.00	0.00	-365,000.00	.0%
TOTAL Transfers In						
-365,000.00	0.00	-365,000.00	0.00	0.00	-365,000.00	.0%
50 Salaries						
5501 Fire Chief						
182,941.00	0.00	182,941.00	156,264.36	0.00	26,676.64	85.4%
5503 Deputy Chief						
335,672.00	0.00	335,672.00	302,868.20	0.00	32,803.80	90.2%
5504 Division Chief						
534,026.00	0.00	534,026.00	316,184.92	0.00	217,841.08	59.2%
5505 Battalion Chief						
1,290,917.00	0.00	1,290,917.00	1,194,219.84	0.00	96,697.16	92.5%

FOR 2018 11

ACCOUNTS FOR: 10 General Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5506 Exempt Staff Group	1,608,970.00	0.00	1,608,970.00	1,471,954.12	0.00	137,015.88	91.5%
5507 Fire Inspectors	416,216.00	0.00	416,216.00	371,943.74	0.00	44,272.26	89.4%
5508 Deputy Fire Marshal	543,048.00	0.00	543,048.00	469,916.66	0.00	73,131.34	86.5%
5510 Captain	2,468,705.00	0.00	2,468,705.00	2,178,187.87	0.00	290,517.13	88.2%
5512 Lieutenant	3,297,448.00	0.00	3,297,448.00	3,220,652.85	0.00	76,795.15	97.7%
5515 Apparatus Operator	4,704,240.00	0.00	4,704,240.00	4,415,825.22	0.00	288,414.78	93.9%
5520 Fire Fighter	6,144,393.00	0.00	6,144,393.00	6,203,949.09	0.00	-59,556.09	101.0%
5525 Paramedic	0.00	0.00	0.00	46,143.20	0.00	-46,143.20	100.0%
5530 Non-exempt Staff Group	1,763,236.00	-84,929.00	1,678,307.00	1,380,466.65	0.00	297,840.35	82.3%
5535 Other Employee	162,298.00	84,929.00	247,227.00	137,155.34	0.00	110,071.66	55.5%
5540 Temporary Labor	55,280.00	0.00	55,280.00	53,066.48	0.00	2,213.52	96.0%
5545 Premium Pay	252,904.00	0.00	252,904.00	315,082.47	0.00	-62,178.47	124.6%
5550 Conflagration Labor	0.00	0.00	0.00	691,980.43	0.00	-691,980.43	100.0%
5555 School Replacement	50,000.00	0.00	50,000.00	25,163.40	0.00	24,836.60	50.3%
5560 Operational Replacement	4,719,597.00	0.00	4,719,597.00	4,576,919.19	0.00	142,677.81	97.0%
5562 Vacation Buyback	65,000.00	0.00	65,000.00	42,550.28	0.00	22,449.72	65.5%
5563 Retirement/Separation Vacation	276,069.00	0.00	276,069.00	432,645.86	0.00	-156,576.86	156.7%
5600 Overtime	506,463.00	0.00	506,463.00	485,381.09	0.00	21,081.91	95.8%
TOTAL Salaries	29,377,423.00	0.00	29,377,423.00	28,488,521.26	0.00	888,901.74	97.0%
60 Benefits							

FOR 2018 11

ACCOUNTS FOR: 10 General Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
6620 SS/Medicare	2,250,624.00	0.00	2,250,624.00	1,972,180.98	0.00	278,443.02	87.6%
6640 Tri-Met Taxes	176,939.00	0.00	176,939.00	163,058.49	0.00	13,880.51	92.2%
6656 PERS Employer	5,396,339.00	0.00	5,396,339.00	5,478,333.59	0.00	-81,994.59	101.5%
6667 PERS Bond Payment	1,710,818.00	0.00	1,710,818.00	1,290,284.32	0.00	420,533.68	75.4%
6670 Deferred Compensation	512,039.00	0.00	512,039.00	441,173.10	0.00	70,865.90	86.2%
6675 Unemployment	5,000.00	0.00	5,000.00	1,996.78	0.00	3,003.22	39.9%
6680 Life Insurance	45,000.00	0.00	45,000.00	74,647.90	0.00	-29,647.90	165.9%
6685 Conflagration Benefits	0.00	0.00	0.00	248,477.15	0.00	-248,477.15	100.0%
6690 Café Plan Benefits	3,871,098.00	0.00	3,871,098.00	3,015,472.10	0.00	855,625.90	77.9%
6691 PEHP	327,300.00	0.00	327,300.00	293,663.95	0.00	33,636.05	89.7%
6692 Other Post-Employ Benefits	630,000.00	0.00	630,000.00	445,273.64	0.00	184,726.36	70.7%
6693 Health Trust	281,716.00	0.00	281,716.00	504,412.72	0.00	-222,696.72	179.1%
6700 Floater Allowance	0.00	0.00	0.00	19,577.85	0.00	-19,577.85	100.0%
6701 Vehicle Allowance	6,208.00	0.00	6,208.00	8,640.15	0.00	-2,432.15	139.2%
6702 Tool Allowance	6,000.00	0.00	6,000.00	4,794.40	0.00	1,205.60	79.9%
6703 Cell/Tech Allowance	36,308.00	0.00	36,308.00	3,251.80	0.00	33,056.20	9.0%
6705 Workers Compensation	695,293.00	0.00	695,293.00	646,267.85	0.00	49,025.15	92.9%
TOTAL Benefits	15,950,682.00	0.00	15,950,682.00	14,611,506.77	0.00	1,339,175.23	91.6%
70 Materials and Servic							
7005 Discounts Taken	0.00	0.00	0.00	36.00	0.00	-36.00	100.0%

FOR 2018 11

ACCOUNTS FOR: 10 General Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
7006	Over/Short						
	0.00	0.00	0.00	36,416.67	0.00	-36,416.67	100.0%
7007	Depreciation Expense						
	0.00	0.00	0.00	1,583.33	0.00	-1,583.33	100.0%
7015	Meeting Expense						
	21,169.00	0.00	21,169.00	14,297.60	0.00	6,871.40	67.5%
7030	Civil Service Exam Expense						
	10,100.00	0.00	10,100.00	5,914.13	0.00	4,185.87	58.6%
7035	Bank Charges						
	15,000.00	0.00	15,000.00	20,701.53	0.00	-5,701.53	138.0%
7040	Dues & Publications						
	37,308.00	0.00	37,308.00	22,911.50	400.00	13,996.50	62.5%
7045	Awards & Recognitions						
	34,665.00	0.00	34,665.00	20,071.37	446.50	14,147.13	59.2%
7055	Operating Supply						
	137,695.00	0.00	137,695.00	59,627.80	277.70	77,789.50	43.5%
7065	Fire Fighting Supply						
	84,499.00	0.00	84,499.00	58,417.93	3,970.17	22,110.90	73.8%
7070	Rescue Supply						
	35,860.00	0.00	35,860.00	16,590.01	1,794.69	17,475.30	51.3%
7075	EMS Supply						
	97,000.00	0.00	97,000.00	217,707.72	2,848.36	-123,556.08	227.4%
7078	Department Consumables						
	15,000.00	0.00	15,000.00	24,091.27	2,116.40	-11,207.67	174.7%
7080	Fuel						
	219,834.00	0.00	219,834.00	213,735.91	1,890.84	4,207.25	98.1%
7085	Uniform & Protective Eqpt						
	577,239.00	0.00	577,239.00	302,432.83	122,011.98	152,794.19	73.5%
7090	Office Supplies						
	32,092.00	0.00	32,092.00	17,249.21	1,618.34	13,224.45	58.8%
7095	Software & Supplies						
	399,365.00	-20,000.00	379,365.00	344,545.55	19,195.78	15,623.67	95.9%
7105	Household Goods						
	68,339.00	0.00	68,339.00	54,947.76	19.75	13,371.49	80.4%
7110	Professional Services						
	385,700.00	27,000.00	412,700.00	334,418.05	-36,575.73	114,857.68	72.2%
7115	Dispatch Services						
	1,268,884.00	0.00	1,268,884.00	1,313,752.13	0.00	-44,868.13	103.5%
7116	Utilities - Natural Gas						
	0.00	0.00	0.00	26,215.86	0.00	-26,215.86	100.0%
7117	Utilities - Electric						
	0.00	0.00	0.00	61,024.25	0.00	-61,024.25	100.0%
7118	Utilities - Garbage						
	0.00	0.00	0.00	4,221.08	0.00	-4,221.08	100.0%

FOR 2018 11

ACCOUNTS FOR: 10 General Fund

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
7119 Utilities - Water						
0.00	0.00	0.00	8,099.40	0.00	-8,099.40	100.0%
7120 Utilities - Other						
392,844.00	0.00	392,844.00	281,230.56	14,680.90	96,932.54	75.3%
7122 Utilities - Telephone						
345,000.00	0.00	345,000.00	297,522.90	0.00	47,477.10	86.2%
7130 Insurance - Property/Casualty						
230,546.00	0.00	230,546.00	222,653.28	4,341.65	3,551.07	98.5%
7135 Medical Exams						
261,467.00	0.00	261,467.00	191,697.70	4,342.93	65,426.37	75.0%
7140 Schools/Conferences Registrati						
208,845.00	0.00	208,845.00	108,078.55	1,770.00	98,996.45	52.6%
7141 Tuition Reimbursement						
38,752.00	0.00	38,752.00	17,574.25	0.00	21,177.75	45.4%
7142 Travel Expense						
28,875.00	0.00	28,875.00	15,110.09	0.00	13,764.91	52.3%
7145 Mileage Reimbursement						
3,408.00	0.00	3,408.00	23,670.82	0.00	-20,262.82	694.6%
7150 Volunteer Fire Fighter Exp						
43,000.00	0.00	43,000.00	121,338.22	0.00	-78,338.22	282.2%
7155 Vehicle Maintenance						
400,314.00	0.00	400,314.00	264,539.74	17,046.87	118,727.39	70.3%
7160 Equipment Maintenance						
137,519.00	0.00	137,519.00	76,300.21	7,434.03	53,784.76	60.9%
7165 Radio Maintenance						
48,600.00	0.00	48,600.00	23,031.17	2,249.52	23,319.31	52.0%
7170 Facility Maintenance						
336,936.00	0.00	336,936.00	176,822.94	13,109.37	147,003.69	56.4%
7175 Office Equipment Maintenance						
17,480.00	0.00	17,480.00	32,087.81	0.00	-14,607.81	183.6%
7180 Computer & AV Maintenance						
34,780.00	-7,000.00	27,780.00	10,422.56	57.00	17,300.44	37.7%
7185 SCBA Maintenance						
0.00	0.00	0.00	243.72	0.00	-243.72	100.0%
7187 Fire Extinguisher Expense						
4,500.00	0.00	4,500.00	0.00	3,500.00	1,000.00	77.8%
7190 Training Expense						
79,512.00	0.00	79,512.00	59,340.46	4,230.41	15,941.13	80.0%
7195 Public Education						
67,500.00	0.00	67,500.00	42,559.29	2,695.25	22,245.46	67.0%
7205 Postage & Freight						
29,925.00	0.00	29,925.00	21,063.33	364.71	8,496.96	71.6%
7210 Small Tool, Eqpts & Furnishing						
1,000.00	0.00	1,000.00	1,222.16	2.40	-224.56	122.5%

FOR 2018 11

ACCOUNTS FOR: 10 General Fund

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
7215 Other Expense						
36,500.00	0.00	36,500.00	13,045.61	3,509.10	19,945.29	45.4%
TOTAL Materials and Servic						
6,187,052.00	0.00	6,187,052.00	5,178,564.26	199,348.92	809,138.82	86.9%
80 Capital Outlay						
8805 Fire Apparatus						
0.00	0.00	0.00	0.00	0.00	0.00	.0%
8825 Fire Fighting Equipment						
156,850.00	-44,900.00	111,950.00	42,218.09	6,280.60	63,451.31	43.3%
8835 EMS & Rescue Equipment						
30,000.00	0.00	30,000.00	26,985.29	0.00	3,014.71	90.0%
8845 Communications Equipment						
6,000.00	0.00	6,000.00	5,704.29	0.00	295.71	95.1%
8850 Staff Vehicles						
0.00	49,900.00	49,900.00	0.00	49,900.00	0.00	100.0%
8860 Facility Improvement						
125,280.00	0.00	125,280.00	37,368.44	21,017.00	66,894.56	46.6%
8870 Furniture, Appliances & Tools						
117,101.00	-5,000.00	112,101.00	77,485.35	17,474.00	17,141.65	84.7%
8885 Office Equipment						
40,000.00	0.00	40,000.00	18,658.15	0.00	21,341.85	46.6%
8890 Computer & AV Equipment						
262,660.00	0.00	262,660.00	140,559.54	74,702.41	47,398.05	82.0%
TOTAL Capital Outlay						
737,891.00	0.00	737,891.00	348,979.15	169,374.01	219,537.84	70.2%
90 Transfers Out						
9930 Transfer to Cap Proj Fund						
500,000.00	0.00	500,000.00	0.00	0.00	500,000.00	.0%
TOTAL Transfers Out						
500,000.00	0.00	500,000.00	0.00	0.00	500,000.00	.0%
99 End Fund Balance						

FOR 2018 11

ACCOUNTS FOR: 10 General Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
9910	Contingency						
	1,306,326.00	0.00	1,306,326.00	0.00	0.00	1,306,326.00	.0%
9915	Restricted Contingency						
	1,000,000.00	0.00	1,000,000.00	0.00	0.00	1,000,000.00	.0%
	TOTAL End Fund Balance						
	2,306,326.00	0.00	2,306,326.00	0.00	0.00	2,306,326.00	.0%
	TOTAL General Fund						
	-16,221,868.00	0.00	-16,221,868.00	-4,313,574.17	368,722.93	-12,277,016.76	24.3%
	TOTAL REVENUES						
	-71,281,242.00	0.00	-71,281,242.00	-52,941,145.61	0.00	-18,340,096.39	
	TOTAL EXPENSES						
	55,059,374.00	0.00	55,059,374.00	48,627,571.44	368,722.93	6,063,079.63	

FOR 2018 11

ACCOUNTS FOR: 20 Equipment Reserve Fund

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
00 Beg Fund Bal						
9995 Beg Fund Bal						
-882,967.00	0.00	-882,967.00	0.00	0.00	-882,967.00	.0%
TOTAL Beg Fund Bal						
-882,967.00	0.00	-882,967.00	0.00	0.00	-882,967.00	.0%
03 Interest						
4490 Investment Interest						
-5,000.00	0.00	-5,000.00	-2,071.14	0.00	-2,928.86	41.4%
TOTAL Interest						
-5,000.00	0.00	-5,000.00	-2,071.14	0.00	-2,928.86	41.4%
04 Other Revenues						
4540 Sale of Surplus						
-40,000.00	0.00	-40,000.00	-12,408.78	0.00	-27,591.22	31.0%
TOTAL Other Revenues						
-40,000.00	0.00	-40,000.00	-12,408.78	0.00	-27,591.22	31.0%
80 Capital Outlay						
8805 Fire Apparatus						
150,000.00	0.00	150,000.00	144,713.00	0.00	5,287.00	96.5%
8850 Staff Vehicles						
288,000.00	0.00	288,000.00	286,095.24	0.00	1,904.76	99.3%
TOTAL Capital Outlay						
438,000.00	0.00	438,000.00	430,808.24	0.00	7,191.76	98.4%
99 End Fund Balance						

FOR 2018 11

ACCOUNTS FOR: 20 Equipment Reserve Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
9910 Contingency	25,000.00	0.00	25,000.00	0.00	0.00	25,000.00	.0%
TOTAL End Fund Balance	25,000.00	0.00	25,000.00	0.00	0.00	25,000.00	.0%
TOTAL Equipment Reserve Fund	-464,967.00	0.00	-464,967.00	416,328.32	0.00	-881,295.32	-89.5%
TOTAL REVENUES	-927,967.00	0.00	-927,967.00	-14,479.92	0.00	-913,487.08	
TOTAL EXPENSES	463,000.00	0.00	463,000.00	430,808.24	0.00	32,191.76	

FOR 2018 11

ACCOUNTS FOR: 30 Capital Projects Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
00 Beg Fund Bal							
9995 Beg Fund Bal	-2,523,389.00	0.00	-2,523,389.00	0.00	0.00	-2,523,389.00	.0%
TOTAL Beg Fund Bal	-2,523,389.00	0.00	-2,523,389.00	0.00	0.00	-2,523,389.00	.0%
03 Interest							
4490 Investment Interest	-14,000.00	0.00	-14,000.00	-12,718.10	0.00	-1,281.90	90.8%
TOTAL Interest	-14,000.00	0.00	-14,000.00	-12,718.10	0.00	-1,281.90	90.8%
05 Transfers In							
4610 Transfers from other Funds	-500,000.00	0.00	-500,000.00	0.00	0.00	-500,000.00	.0%
TOTAL Transfers In	-500,000.00	0.00	-500,000.00	0.00	0.00	-500,000.00	.0%
80 Capital Outlay							
8855 Land Acquisition	0.00	0.00	0.00	123,134.00	0.00	-123,134.00	100.0%
8860 Facility Improvement	2,537,389.00	0.00	2,537,389.00	233,351.88	13,045.00	2,290,992.12	9.7%
TOTAL Capital Outlay	2,537,389.00	0.00	2,537,389.00	356,485.88	13,045.00	2,167,858.12	14.6%
TOTAL Capital Projects Fund	-500,000.00	0.00	-500,000.00	343,767.78	13,045.00	-856,812.78	-71.4%
TOTAL REVENUES	-3,037,389.00	0.00	-3,037,389.00	-12,718.10	0.00	-3,024,670.90	
TOTAL EXPENSES	2,537,389.00	0.00	2,537,389.00	356,485.88	13,045.00	2,167,858.12	

FOR 2018 11

ACCOUNTS FOR: 40 Enterprise Fund

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
00 Beg Fund Bal						
9995 Beg Fund Bal						
-19,828.00	0.00	-19,828.00	0.00	0.00	-19,828.00	.0%
TOTAL Beg Fund Bal						
-19,828.00	0.00	-19,828.00	0.00	0.00	-19,828.00	.0%
03 Interest						
4490 Investment Interest						
-200.00	0.00	-200.00	-120.68	0.00	-79.32	60.3%
TOTAL Interest						
-200.00	0.00	-200.00	-120.68	0.00	-79.32	60.3%
04 Other Revenues						
4571 Other Revenues						
-5,000.00	0.00	-5,000.00	0.00	0.00	-5,000.00	.0%
TOTAL Other Revenues						
-5,000.00	0.00	-5,000.00	0.00	0.00	-5,000.00	.0%
70 Materials and Servic						
7055 Operating Supply						
10,000.00	0.00	10,000.00	0.00	0.00	10,000.00	.0%
TOTAL Materials and Servic						
10,000.00	0.00	10,000.00	0.00	0.00	10,000.00	.0%
99 End Fund Balance						

FOR 2018 11

ACCOUNTS FOR: 40 Enterprise Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
9910 Contingency	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00	.0%
TOTAL End Fund Balance	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00	.0%
TOTAL Enterprise Fund	-10,028.00	0.00	-10,028.00	-120.68	0.00	-9,907.32	1.2%
TOTAL REVENUES	-25,028.00	0.00	-25,028.00	-120.68	0.00	-24,907.32	
TOTAL EXPENSES	15,000.00	0.00	15,000.00	0.00	0.00	15,000.00	

FOR 2018 11

ACCOUNTS FOR: 50 Debt Service Fund

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
00 Beg Fund Bal						
9995 Beg Fund Bal						
-42,599.00	0.00	-42,599.00	0.00	0.00	-42,599.00	.0%
TOTAL Beg Fund Bal						
-42,599.00	0.00	-42,599.00	0.00	0.00	-42,599.00	.0%
01 Tax Revenues						
4450 Current Year Prop Taxes						
-2,191,116.00	0.00	-2,191,116.00	-1,902,525.52	0.00	-288,590.48	86.8%
4455 Prior Year Prop Taxes						
-25,000.00	0.00	-25,000.00	-34,365.54	0.00	9,365.54	137.5%
TOTAL Tax Revenues						
-2,216,116.00	0.00	-2,216,116.00	-1,936,891.06	0.00	-279,224.94	87.4%
03 Interest						
4490 Investment Interest						
-2,500.00	0.00	-2,500.00	-5,286.80	0.00	2,786.80	211.5%
TOTAL Interest						
-2,500.00	0.00	-2,500.00	-5,286.80	0.00	2,786.80	211.5%
70 Materials and Servic						
7020 Debt Interest Expense						
1,116,116.00	0.00	1,116,116.00	744,743.33	0.00	371,372.67	66.7%
7025 Debt Principal Expense						
1,100,000.00	0.00	1,100,000.00	0.00	0.00	1,100,000.00	.0%
TOTAL Materials and Servic						
2,216,116.00	0.00	2,216,116.00	744,743.33	0.00	1,471,372.67	33.6%
TOTAL Debt Service Fund						
-45,099.00	0.00	-45,099.00	-1,197,434.53	0.00	1,152,335.53	2655.1%
TOTAL REVENUES						
-2,261,215.00	0.00	-2,261,215.00	-1,942,177.86	0.00	-319,037.14	

FOR 2018 11

ACCOUNTS FOR: 60 Bond Construction Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL EXPENSES	2,216,116.00	0.00	2,216,116.00	744,743.33	0.00	1,471,372.67	

FOR 2018 11

ACCOUNTS FOR: 60 Bond Construction Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
00 Beg Fund Bal							
9995 Beg Fund Bal	-18,474,831.00	0.00	-18,474,831.00	0.00	0.00	-18,474,831.00	.0%
TOTAL Beg Fund Bal	-18,474,831.00	0.00	-18,474,831.00	0.00	0.00	-18,474,831.00	.0%
03 Interest							
4490 Investment Interest	-100,000.00	0.00	-100,000.00	-164,011.83	0.00	64,011.83	164.0%
TOTAL Interest	-100,000.00	0.00	-100,000.00	-164,011.83	0.00	64,011.83	164.0%
04 Other Revenues							
4513 Other Reimbursements	0.00	0.00	0.00	-553,636.27	0.00	553,636.27	100.0%
TOTAL Other Revenues	0.00	0.00	0.00	-553,636.27	0.00	553,636.27	100.0%
50 Salaries							
5504 Division Chief	0.00	0.00	0.00	0.00	0.00	0.00	.0%
TOTAL Salaries	0.00	0.00	0.00	0.00	0.00	0.00	.0%
80 Capital Outlay							

FOR 2018 11

ACCOUNTS FOR: 60 Bond Construction Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8805	Fire Apparatus						
	1,194,900.00	0.00	1,194,900.00	37,800.80	0.00	1,157,099.20	3.2%
8825	Fire Fighting Equipment						
	0.00	0.00	0.00	26,986.80	0.00	-26,986.80	100.0%
8860	Facility Improvement						
	16,949,942.00	0.00	16,949,942.00	12,565,555.51	16,576,213.20	-12,191,826.71	171.9%
	TOTAL Capital Outlay						
	18,144,842.00	0.00	18,144,842.00	12,630,343.11	16,576,213.20	-11,061,714.31	161.0%
	TOTAL Bond Construction Fund						
	-429,989.00	0.00	-429,989.00	11,912,695.01	16,576,213.20	-28,918,897.21	-6625.5%
	TOTAL REVENUES						
	-18,574,831.00	0.00	-18,574,831.00	-717,648.10	0.00	-17,857,182.90	
	TOTAL EXPENSES						
	18,144,842.00	0.00	18,144,842.00	12,630,343.11	16,576,213.20	-11,061,714.31	

FOR 2018 11

ACCOUNTS FOR: 70 PERS Reserve Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
00 Beg Fund Bal							
9995 Beg Fund Bal	-1,403,974.00	0.00	-1,403,974.00	0.00	0.00	-1,403,974.00	.0%
TOTAL Beg Fund Bal	-1,403,974.00	0.00	-1,403,974.00	0.00	0.00	-1,403,974.00	.0%
03 Interest							
4490 Investment Interest	-6,000.00	0.00	-6,000.00	-8,711.45	0.00	2,711.45	145.2%
TOTAL Interest	-6,000.00	0.00	-6,000.00	-8,711.45	0.00	2,711.45	145.2%
90 Transfers Out							
9980 Transfer to General Fund	365,000.00	0.00	365,000.00	0.00	0.00	365,000.00	.0%
TOTAL Transfers Out	365,000.00	0.00	365,000.00	0.00	0.00	365,000.00	.0%
99 End Fund Balance							
9910 Contingency	50,000.00	0.00	50,000.00	0.00	0.00	50,000.00	.0%
TOTAL End Fund Balance	50,000.00	0.00	50,000.00	0.00	0.00	50,000.00	.0%
TOTAL PERS Reserve Fund	-994,974.00	0.00	-994,974.00	-8,711.45	0.00	-986,262.55	.9%
TOTAL REVENUES	-1,409,974.00	0.00	-1,409,974.00	-8,711.45	0.00	-1,401,262.55	
TOTAL EXPENSES	415,000.00	0.00	415,000.00	0.00	0.00	415,000.00	

FOR 2018 11

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
GRAND TOTAL						
-18,666,925.00	0.00	-18,666,925.00	7,152,950.28	16,957,981.13	-42,777,856.41	-129.2%

** END OF REPORT - Generated by Christina Day **

CORRESPONDENCE

C-1 Thank you Re: All firefighters from a student of Lot Whitcomb Elementary

C-2 Thank you Re: Clackamas Fire District #1 and their TIP Volunteer Vest sponsorship

To: OUR
Heroes
That SAVE LIVES

♡ The Porters

A special Thank you
For All That you DO.

we hope you enjoy
The muffins + Cookies.

we Pray for your
Safety Always

From: Rebecca
Coby
Sierra
Payton
Jesse
Jasmine
Aspen
+
Coby III

With Love +
Support

From The
Porters

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TRAUMA INTERVENTION PROGRAM
of Portland/
Vancouver, Inc.
Office 503.823.3937
4800 NE 122nd Ave.
Portland, OR 97230
www.tipnw.org

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TRAUMA INTERVENTION PROGRAM
of Portland/
Vancouver, Inc.

CCFD #1 06 APR 18

I wanted to take a moment and thank you for sponsoring my TIP Volunteer vest. I appreciate each of you and the work that you do as our First Responders. this is a new endeavor for me. I can only hope to succeed at offering support to the families, survivors and victims I will come across and am thankful to have your support.

With love and appreciation
for you all,

Bridget Rhodes

INFORMATIONAL ITEMS

I-1 Clackamas Firefighter Heroes Honored, Inspection Program Lauded – Clackamas Review

I-2 Firefighters Douse Fast-moving Flames at Mobile Home in Clackamas – KPTV

I-3 Fire Heavily Damages Happy Valley Home – 1190 KEX

I-4 Investigators Say Happy Valley House Fire Likely Started Outside the Home – KATU

I-5 Clackamas Fire, CCSO train in Kaiser Permanente ER – Clackamas Review/Oregon City News

I-6 Clackamas Fire Collecting Life Jackets for Meg's Moments – Clackamas Review/Oregon City News

Clackamas Review

Clackamas Firefighter Heroes Honored, Inspection Program Lauded

Raymond Rendleman
Friday, May 18, 2018

Oregon Fire Chiefs Association Medals of Honor go to Scott Kohler, Matt Towner of Clackamas Fire's Heavy Rescue 305 team; Lt. Deputy Fire Marshal Valere Liljefelt recognized with an Award of Excellence

Two Clackamas firefighters were recognized with Oregon Fire Chiefs Association Medals of Honor for their response and dramatic rescue at a residential fire.

The OFCA's Medal of Honor is awarded to those who, in the line of duty, give their life, or distinguish themselves by an act of extreme courage involving risk of imminent danger to themselves, with knowledge of such risk, above and beyond the call of duty. The 2018 Oregon Fire Service Meritorious Awards were presented Thursday, May 10, at the Eagle Crest Resort in Redmond.

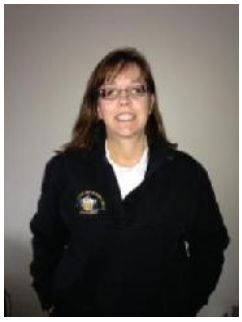
On Sept. 6, 2017, firefighters Scott Kohler and Matt Towner from Clackamas Fire's Heavy Rescue 305 made contact with two women who escaped a blaze, confirming there was another woman still inside on the second floor of a home on Top O Scott Street near Happy Valley.

Kohler and Towner made their way up the stairs as the fire pushed its way down the hallway and the carpet melted under their boots from the intense heat. They located the 62-year-old woman in her bedroom walking around aimlessly and holding a washcloth over her mouth.

Kohler and Towner closed the door to the bedroom for protection. As the door was burning, Kohler used his bailout rope system by attaching the hook on the windowsill. Towner assisted the woman onto Kohler, as he hung from his bailout rope a couple of feet below the windowsill.

Kohler grasped the woman and shielded her from the fire. The fire engulfed the entire room and was rolling out the window as Towner bailed out next to Kohler.

They held the victim as other members of Heavy Rescue 305 climbed a ladder to bring her down. She was taken by ambulance to the hospital and treated for burns and smoke inhalation. She spent one month in the hospital before being discharged. From the time the call was dispatched to the time the victim was safely out of the home was just under 10 minutes.



Also at the May 10 event in Redmond, Clackamas Fire Lt. Deputy Fire Marshal Valere Liljefelt was recognized with an Award of Excellence for developing a program that positively affects the fire service.

In 2015, Clackamas Fire identified a need to provide fire and safety information to multifamily housing managers and residents, and to improve fire code inspections for those properties. Due to the large number of responses to apartment complexes, firefighters need to quickly identify the location of the resident, available access, and whether Oregon Fire Codes were applied fairly and consistently.

Liljefelt began educating residents and managers/landlords to have more control over their own safety and to make better decisions that can affect those who live around them. She received financial support from a Federal Emergency Management Agency grant in 2016 to expand the apartment program by paying for educational materials for multifamily residences, bicycle helmets, specialized smoke alarms for people who are deaf or hard of hearing, and window stops to help prevent children from falling.

In 2017, mobile home parks and manufactured home communities were added to the apartment program. In these communities, Clackamas Fire addresses water supply, access, visible addressing and provides educational materials.

In the first two years of the apartment program and as a result of Liljefelt's inspections and compliance efforts, property owners installed 914 carbon monoxide detectors and 1,127 fire extinguishers for those who previously did not have them. She has educated managers about fire codes, built influential relationships with them, and provided tools and resources to support apartments in maintaining compliance.

Clackamas Fire Chief Fred Charlton said, "We are so proud of the outstanding work of Lt. Deputy Fire Marshal Liljefelt and the lifesaving efforts of firefighters Kohler and Towner. Receiving recognition from the Oregon Fire Chiefs Association is a great honor."

KPTV - FOX12 Oregon

Firefighters Douse Fast-moving Flames at Mobile Home in Clackamas

May 18, 2018
By FOX 12 Staff

CLACKAMAS COUNTY, OR (KPTV)

Black smoke filled the air Friday as flames ripped through a mobile home in Clackamas, firefighters say.

The fire spread quickly through the single-wide trailer, located in the 1500 block of Southeast Dayspring Lane, due to fast-burning materials, Clackamas Fire District #1 says.

According to the district, the blaze was reported around 1:15 p.m. and firefighters were on scene within minutes. Other agencies later helped overhaul the structure and find hidden flames.

Firefighters extinguished the flames and searched for occupants and animals at the residence. The homeowner was home at the time of fire but escaped safely, the department says.

Once the blaze was under control, fire officials combed the area for personal effects that could be saved.

Investigators are working to determine an official cause, but say the fire is a good reminder for everyone to keep lamps and other heating sources away from combustible materials and fabrics.

No word yet on total estimated damages.

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Source: http://www.kptv.com/story/38227251/firefighters-douse-fast-moving-flames-at-mobile-home-in-clackamas

1190 KEX News Radio

Fire Heavily Damages Happy Valley Home

Brad Ford
5/22/18

Just before 6 p.m. Monday evening Clackamas firefighters responded to a residential fire in Happy Valley. Firefighters received multiple reports of a house along Mt. Scott Blvd that was well involved with fire and smoke.

When firefighters arrived, they reported a large residential home with heavy fire and smoke coming from the roof line and called for more resources to assist in the fire fight.

Fire crews began to get hose lines in place and establish a water supply with nearby fire hydrants in preparation for an extended operation.

Shortly after crews began to get water on the fire, Clackamas Fire Battalion Chiefs arrived and called for a second alarm.

During the initial fire fight crews were working in the offensive mode, fighting fire from the interior of the structure.

After approximately 20 minutes, due to the extent of the fire, the Incident Commander moved everyone to defensive operations or fighting fire from the outside of the structure until the main body of the fire could be knocked down.

No injuries were reported by fire crews and it took nearly 50 firefighters from Clackamas Fire District and Portland Fire and Rescue to bring this fire under control.

The homeowner discovered the fire when she arrived home from the grocery store. Knowing her two dogs were inside, the homeowner opened the front door and the two dogs were able to escape without harm. The homeowner was interviewed by investigators to help pin point the cause of the fire.

The cause of the fire is still under investigation.

Source: https://1190kex.iheart.com/content/2018-05-22-fire-heavily-damages-happy-valley-home/

KATU

Investigators Say Happy Valley House Fire Likely Started Outside the Home

By KATU News
Tuesday, May 22nd 2018

HAPPY VALLEY, Ore. - Investigators say a fire that destroyed a house in Happy Valley Monday likely started on the exterior of the home.

Fire officials continued digging through the rubble to find the cause Tuesday. They say they're hoping to pinpoint the origin.

The fire was discovered around 6 p.m. Monday when the homeowner returned from the grocery store and found her house on fire.

She didn't go into the home, but she opened the front door so her two dogs could escape.

No animals or pets were injured in the fire.

Firefighters said the house was fully involved, which forced them to take up defensive positions to fight it.

The house was 4,000 square feet.

Source: http://katu.com/news/local/investigators-say-happy-valley-house-fire-likely-started-outside-the-home

Clackamas Review/Oregon City News

Clackamas Fire, CCSO train in Kaiser Permanente ER

By Raymond Rendleman, Saturday, June 02, 2018

Active-shooter drill designed to prepare first responders for incident in hospital

On Sunday, May 20, Clackamas Fire partnered with Kaiser Permanente to practice response to an active-shooter scenario inside the emergency department at Kaiser Sunnyside Medical Center in Happy Valley.

PHOTO COURTESY: CLACKAMAS FIRE - Clackamas firefighters assist a mock wounded patient during a drill on May 20 at the Kaiser Permanente Medical Center on Sunnyside Road in Happy Valley.

The drill gave Kaiser Permanente emergency staff and Clackamas firefighters the opportunity to practice their response to such an incident including injury triage, initial patient care and transportation to the various areas within the hospital where patients would need to go to receive specialized care.

As part of the training, Clackamas County Sheriff's Office, the Oregon Army National Guard and Cascade Medical Training worked with firefighters, doctors, nurses, emergency staff and hospital security.

"The goal of the training was to facilitate a cooperative response to an active-shooter incident and allow the various emergency partners to practice working together to ensure those affected received proper care and those responding were safe and efficient while carrying out their lifesaving duties," said Clackamas Fire spokesman Dave Doornink. "More training events like this one are being planned for the future to continue providing opportunities to practice and learn how to continually make responses to an active-shooter incident safer and efficient for providing care."

Source: https://pamplinmedia.com/cr/24-news/396644-289967-clackamas-fire-ccso-train-in-kaiser-permanente-er

Clackamas Review/Oregon City News

Clackamas Fire collecting life jackets for Meg's Moments

By Raymond Rendleman, Friday, June 08, 2018

Free 9 a.m. giveaway Saturday, July 7, at Barton Park, 19009 S.E. Barton Park Road, Boring
Clackamas Fire has launched a campaign throughout the month of June titled "Vest Up! Always Wear your Life Jacket!"

PHOTO COURTESY: CLACKAMAS FIRE - Last year, Meg's Moments gave out over 600 life jackets.

In collaboration with Meg's Moments for Life Jackets Inc., the campaign will collect new, adult and child-size life jackets that are U.S. Coast Guard approved.

Life jackets can be dropped off at any Clackamas Fire District #1 fire station and division offices during the month of June. The collected donations will be given to Meg's Moments for Life Jackets Inc. to distribute at a free 9 a.m. giveaway Saturday, July 7, at Barton Park, 19009 S.E. Barton Park Road, Boring.

Meg's Moments is a nonprofit organization created in honor of Meagan O'Meara Clark, who drowned while rafting on the Clackamas River on July 5, 2013. O'Meara Clark, 26, was not wearing a life jacket when she drowned.

Each year on the anniversary of O'Meara Clark's death, Meg's Moments gives away free life jackets at Barton Park in the hopes of saving lives and preventing drownings. The campaign has given out over 1,600 life jackets in the past four years.

For more information on Clackamas Fire's campaign, visit clackamasfire.com. For information on Meg's Moments or to learn about other ways to donate, visit gofundme.com/VestUp2018 or facebook.com/groups/918004358238339.

Source: https://pamplinmedia.com/cr/24-news/397492-291125-clackamas-fire-collecting-life-jackets-for-megs-moments