

Board Meeting Agenda

December 18, 2023

5:30 p.m.

Mid-Columbia Fire and Rescue Station
1400 West 8th Street, The Dalles, Oregon

1. Call Meeting to Order

2. Pledge of Allegiance

3. Roll Call

4. Agenda Changes

5. Minutes

- a. Correction of Minutes, if any – Monday, November 20, 2023.

6. Public Comment

- a. During this portion of the meeting, a citizen may speak on any subject upon being recognized by the Board President. The citizen must state their name, address, and their discussion topic for the minutes. Five minutes per person will be allowed. If a response by the District is requested, the speaker will be referred to the Fire Chief for further action. At the discretion of the Board President, the issue may appear on a future meeting agenda for Fire District consideration.
- b. The public may observe and/or listen to the meeting virtually by using either the link or the telephone number and access code provided below:

TELEPHONE NO.: +1(415) 655-0052

AUDIO ACCESS CODE: 538-072-763

COMPUTER LINK: <https://attendee.gotowebinar.com/register/3953503400564915285>

WEBINAR ID: 698-654-771

7. Financial Reports

- a. Balance Sheets/Combined Cash Accounts as of 11/30/2023
b. Ambulance Service Financial Report 12/01/22 to 11/30/23

8. Committee Reports

- a. Urban Renewal Report – Director Denstedt

9. Fire Chief's Report

- a. Fire Chiefs Report
b. Monthly Report – AC Jensen
c. Monthly Report – DC Wood
d. Monthly Report - DC Coleman
e. Other items as needed

Upon request, auxiliary aids and/or special services will be provided. To request services, please contact us at 541-296-9445 or through Oregon Relay 1-800-735-2900 at least three business days in advance.

10. Correspondence

11. Old Business

12. New Business

- a. Information Sheet – Appointment of Budget Officer
- b. Information Sheet – Budget Committee Member Appointment
- c. Information Sheet - Adoption of Budget Calendar
- d. Information Sheet – ASA Plan Amendment

13. Good of the Order

- a. Board members will attend their annual Christmas dinner at the Bargeway Pub and Grill upon conclusion of the meeting. The public may attend at their own expense.

14. Adjournment



OUR MOTTO:

Educate, Serve & Protect

OUR SHARED VISION:

“To provide for the optimal safety and welfare of the community and our members.”

OUR MISSION:

“We are committed to providing professional emergency and non-emergency services to minimize suffering, protect life, environment and property.”

OUR VALUES:

P-rofessionalism
R-espect
I-ntegrity
D-uty
E-ngaged

Upon request, auxiliary aids and/or special services will be provided. To request services, please contact us at 541-296-9445 or through Oregon Relay 1-800-735-2900 at least three business days in advance.



MINUTES

Mid- Columbia Fire and Rescue
Board of Directors Meeting
In Person / Virtually Held
1400 W 8th Street, The Dalles, OR 97058
November 20, 2023

1. CALL MEETING TO ORDER

President Jacobs called the Mid-Columbia Fire and Rescue meeting to order at 5:30 p.m.

2. PLEDGE OF ALLEGIANCE

President Jacobs led the Pledge of Allegiance.

3. ROLL CALL

Directors Present: David Jacobs, Dick Schaffeld, Diana Bailey, Corey Case, and Walter Denstedt.

Staff Present: Fire Chief Bob Palmer, Assistant Chief David Jensen, Division Chief Fred Coleman, Division Chief Josh Beckner, and Office Manager Stephanie Ziegler. Division Chief Jay Wood was excused.

Others Present: Legal Counsel Andrew Meyers and A.J. Olson from RTO & Company

4. AGENDA CHANGES

None.

5. MINUTES

The minutes of the October 16, 2023, meeting stand approved as written.

6. PUBLIC COMMENT

None.

7. FINANCIAL REPORTS

- a. Financial Audit Presentation – RTO & Company; A.J. Olson. A.J. Olson presented the fiscal year 2022/2023 audit. He stated that this was a clean audit with no deficiencies noted.
- b. Balance Sheet/Combined Cash Accounts – There were no comments
- c. Ambulance Service Financial Report – Director Case asked about the pending funds that are shown on the collections statistics chart. Chief Palmer explained about each column. No other questions.



8. COMMITTEE REPORTS

- a. Urban Renewal Report – Director Denstedt gave a report on the meeting that took place on October 17, 2023. The topics he touched on were the demo of the old Tony’s building and the Plaza. There was much discussion following Director Denstedt’s report.

9. FIRE CHIEF’S REPORT

- a. Fire Chief’s Report – Chief Palmer read through his report, briefly touching on each subject he included int the report, which is included in the board packet.
- b. Monthly Report – AC Jensen. Included in board packet.
- c. Monthly Report – DC Beckner. Included in board packet.
- d. Monthly Report – DC Wood. Included in board packet.
- e. Monthly Report – DC Coleman. Included in board packet.

10. CORRESPONDENCE

None.

11. OLD BUSINESS

None.

12. NEW BUSINESS

- a. Information Sheet – Surplus Property. President Jacobs stated he would entertain a motion. Director Bailey made a motion to declare items noted on Exhibit “A” as surplus. Director Schaffeld seconded. All in favor; 5 Ayes, 0 Nays. Motion carried.

13. GOOD OF THE ORDER

President Jacobs reminded everyone of the Christmas party coming up in December and to RSVP to Stephanie.

14. ADJOURNMENT

President Jacobs adjourned the meeting at 6:26 p.m.

Board President

Board Secretary/Treasurer

MID-COLUMBIA FIRE & RESCUE
 COMBINED CASH INVESTMENT
 NOVEMBER 30, 2023

GENERAL FUND

COMBINED CASH ACCOUNTS

01-0-1009-00	LGIP	8,516,561.39
01-0-1020-00	PAYPAL BURN PERMIT ACCOUNT	1,165.64
01-0-1025-00	COLUMBIA BANK PAYPAL ACCOUNT	.00
01-0-1030-00	CHECKING ACCOUNT	16,961.43
01-0-1031-00	CHECKING ACCOUNT	345,641.33
01-0-1040-00	PETTY CASH	125.00
01-0-1075-00	AR CASH CLEARING	.00
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	TOTAL COMBINED CASH	8,880,454.79
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	TOTAL UNALLOCATED CASH	8,880,454.79
		<hr/> <hr/>

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	7,090,728.17
20	ALLOCATION TO FF EQUIPMENT & SU	322,502.59
25	ALLOCATION TO FIREMED	52,289.78
30	ALLOCATION TO STACKER BUTTE	41,934.75
35	ALLOCATION TO DEBT SERVICE	337,325.71
40	ALLOCATION TO TECHNICAL RESCUE	60,102.35
45	ALLOCATION TO CAPITAL PROJECT	.00
50	ALLOCATION TO EQUIPMENT RESER	415,626.05
51	ALLOCATION TO BUILDING RESERVE	302,925.53
52	ALLOCATION TO TRAINING RESERVE	137,800.87
53	ALLOCATION TO RETIREMENT LIABILI	119,218.99
55	ALLOCATION TO BOND PRINCIPAL RE	.00
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUN	8,880,454.79
	ALLOCATION FROM COMBINED CASH	(8,880,454.79)
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	ZERO PROOF IF ALLOCATIONS BALA	.00
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MID-COLUMBIA FIRE & RESCUE

BALANCE SHEET

NOVEMBER 30, 2023

GENERAL FUND

ASSETS

10-0-1000-00	CASH ALLOCATION	7,090,728.17	
10-0-1015-00	PETTY CASH	.00	
10-0-1049-00	AMBULANCE	.00	
10-0-1050-00	AMBULANCE A/R	.00	
10-0-1055-00	AMB BILLING SERVICE A/ R	.00	
10-0-1065-00	A/R AMBULANCE HOLDING	.00	
10-0-1069-00	BAD DEBT ALLOWANCE	.00	
10-0-1080-00	A/R TAXES - GENERAL FUND	.00	
10-0-1085-00	OTHER RECEIVABLES - GF	.00	
10-0-1090-00	GRANT RECEIVABLE	.00	
10-0-1200-00	MISCELLANEOUS A/R	.00	
10-0-1250-00	AR BILLINGS	.00	
10-0-1499-00	UNDEPOSITED FUNDS	.00	
10-0-1510-00	MACHINERY AND EQUIPMENT	4,163,122.84	
10-0-1520-00	BUILDINGS AND STRUCTURES	3,514,225.18	
10-0-1530-00	LAND AND IMPROVEMENTS	71,508.00	
10-0-1600-00	AMOUNT PROV - LTD AERIAL	.00	
10-0-1601-00	AMOUNT PROV - LTD BONDS	.00	
10-0-1602-00	AMOUNT PROV LTD - COPIER	.00	
10-0-1603-00	AMOUNT PROV - LTD LAPTOPS	.00	
10-0-1605-00	AMOUNT PROV - 2005 BONDS	.00	
10-0-1700-00	PREPAID EXPENSES	.00	
	TOTAL ASSETS		<u>14,839,584.19</u>

LIABILITIES AND EQUITY

MID-COLUMBIA FIRE & RESCUE
BALANCE SHEET
NOVEMBER 30, 2023

GENERAL FUND

LIABILITIES

10-0-2010-00	GENERAL FUND A/P	.00
10-0-2010-02	AMBULANCE BILLING PAYABLE	.00
10-0-2011-00	LIFE FLIGHT A/P	.00
10-0-2012-00	RETAINAGE PAYABLE	.00
10-0-2015-00	ACCRUED COMP ABSENCE	.00
10-0-2015-01	ACCRUED WAGES	.00
10-0-2023-00	SHORT TERM HOLDING ACCOUNT	.00
10-0-2060-00	DEF REVENUE	.00
10-0-2065-00	OFFSET BEGINNING BALANCE	(7,176,153.74)
10-0-2100-00	BONDS PAYABLE LT	.00
10-0-2105-00	PAYROLL LIABILITIES	.00
10-0-2106-00	CHILD SUPPORT PAYABLE	(1,062.00)
10-0-2107-00	GARNISHMENTS PAYABLE	.00
10-0-2110-00	UNION HOUSE FUND	.00
10-0-2111-00	ADMINISTRATION HOUSE FUND	.00
10-0-2115-00	HOLIDAY BANK	.00
10-0-2120-00	SHORT TERM DISABILITY	.00
10-0-2121-00	CANCER FUND	.00
10-0-2121-01	AFLAC ACCIDENT INSURANCE	.00
10-0-2121-02	AFLAC SHORT TERM DISABILITY	.00
10-0-2122-00	ADULT/FAMILY SERVICES	.00
10-0-2123-00	CELL PHONE	.00
10-0-2124-00	MEDICAL INSURANCE	4,324.46
10-0-2124-01	DEPENDENT CARE	.00
10-0-2124-02	UNREIMBURSED MED EXPENSES	.00
10-0-2124-03	PEHP PAYABLE	.00
10-0-2125-00	PAYROLL ASSET	.00
10-0-2125-01	THE DALLES COUNTRY CLUB	.00
10-0-2126-00	OTFCU	.00
10-0-2126-01	CRBC	.00
10-0-2127-00	STANDARD RETIREMENT	.00
10-0-2127-01	TRANSAMERICA	.00
10-0-2127-02	EMPLOYEE RETIREMENT	.00
10-0-2127-03	NATIONWIDE RETIREMENT	.00
10-0-2127-04	UNITED MISSOURI BANK	.00
10-0-2127-05	FIDELITY	.00
10-0-2128-00	AMERICAN FUNDS	.00
10-0-2128-01	SAFECO/SYMETRA	.00
10-0-2128-04	NW MUTUAL DEFERRED COMP	.00
10-0-2128-05	OLIVER CAPITAL DEFERRED COMP	.00
10-0-2129-00	LIFE INSURANCE	.00
10-0-2130-00	UNION DUES	.00
10-0-2130-01	ADDITIONAL UNION DUES	.00
10-0-2131-00	FLEX-TRAN LOAN	.00
10-0-2140-00	PERS POLICE/FIRE UNITS	427.86
10-0-2160-00	WORKERS' COMP	456.70
10-0-2200-00	FEDERAL W/H TAXES PAYABLE	.00
10-0-2210-00	MEDICARE TAXES PAYABLE	.00
10-0-2220-00	STATE W/H TAXES PAYABLE	.00
10-0-2221-00	HOLIDAY ACCRUALS	.00
10-0-2222-00	EMPLOYEE DRAWS	(2,500.00)
10-0-2223-00	STATE OTT TAXES PAYABLE	715.38
10-0-2224-00	OREGON PAID LEAVE PAYABLE	7,030.15
10-0-2249-00	CAPITAL LEASES A/P	.00
10-0-2250-00	CAPITAL LEASES PAYABLE LT	.00

MID-COLUMBIA FIRE & RESCUE

BALANCE SHEET

NOVEMBER 30, 2023

GENERAL FUND

10-0-2251-00	AERIAL LEASE LT DEBT		.00	
10-0-2252-00	AERIAL LEASE LT		.00	
10-0-2253-00	COPIER LEASE LT		.00	
10-0-2254-00	LAPTOP LEASE LT		.00	
10-0-2255-00	BLUMENTHAL REPAYMENT LOAN		.00	
10-0-2256-00	2005 BONDS PAYABLE LT		.00	
10-0-2300-00	457 CLEARING		.00	
	TOTAL LIABILITIES			(7,166,761.19)
	<u>FUND EQUITY</u>			
10-0-3300-00	FIXED ASSETS		.00	
10-0-3381-00	INVESTMENT IN FIXED ASSETS		.00	
10-0-3500-00	FUND BALANCES		.00	
10-0-3551-00	PPA		.00	
10-0-3552-00	GENERAL FUND	7,176,153.77		
10-0-3570-00	CAPITAL ASSETS	7,748,856.02		
10-0-3570-01	RESTATED MODIFIED CASH		.00	
10-0-3900-00	RETAINED EARNINGS		.00	
10-0-3999-99	UNAPPROPRIATED FUND BALANCE		.00	
	REVENUE OVER EXPENDITURES - YTD	7,081,335.59		
	BALANCE - CURRENT DATE		22,006,345.38	
	TOTAL FUND EQUITY			22,006,345.38
	TOTAL LIABILITIES AND EQUITY			14,839,584.19

MID-COLUMBIA FIRE & RESCUE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
10-0-4300-00 BEGINNING FUND BALANCE	4,763,407.74	4,763,407.74	4,571,157.00	(192,250.74)	104.2
10-0-4990-00 TAXES - PRIOR YEAR	126,671.49	126,671.49	110,000.00	(16,671.49)	115.2
10-0-4991-00 GF-INTEREST EARNED	77,590.80	77,590.80	60,000.00	(17,590.80)	129.3
10-0-4997-00 TAXES - CURRENT YEAR	3,937,972.89	3,937,972.89	4,250,000.00	312,027.11	92.7
10-0-4998-00 AMBULANCE REVENUE	769,722.73	769,722.73	1,575,000.00	805,277.27	48.9
10-0-4998-01 FIRE PROTECTION AGREEMENTS	.00	.00	40,000.00	40,000.00	.0
10-0-4998-04 GEMT AMBULANCE REVENUE	291,642.57	291,642.57	505,000.00	213,357.43	57.8
10-0-4998-07 TRANSFER FROM FIREMED	.00	.00	5,000.00	5,000.00	.0
10-0-4998-08 TRANSFER FROM RET LIAB. FUND	.00	.00	91,242.00	91,242.00	.0
10-0-4999-00 GF-MISC REVENUE	8,517.12	8,517.12	104,000.00	95,482.88	8.2
10-0-4999-02 GRANT PROCEEDS	.00	.00	35,000.00	35,000.00	.0
TOTAL REVENUE	9,975,525.34	9,975,525.34	11,346,399.00	1,370,873.66	87.9

MID-COLUMBIA FIRE & RESCUE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN - PERSONAL SERVICES</u>					
10-1-6401-00 FIRE CHIEF	69,142.35	69,142.35	165,946.00	96,803.65	41.7
10-1-6402-00 ASSISTANT CHIEF	63,931.90	63,931.90	153,444.00	89,512.10	41.7
10-1-6402-03 DIVISION CHIEF - OPERATIONS	55,226.80	55,226.80	134,760.00	79,533.20	41.0
10-1-6402-04 DIVISION CHIEF-PREV/PUBLIC ED.	62,714.20	62,714.20	150,521.00	87,806.80	41.7
10-1-6402-05 DIVISION CHIEF - FEMA FUNDED	62,144.37	62,144.37	150,521.00	88,376.63	41.3
10-1-6403-07 OFFICE MANAGER / ADMIN. CLERK	26,214.03	26,214.03	63,632.00	37,417.97	41.2
10-1-6407-01 UNIFORMS - ADMINISTRATION	.00	.00	5,000.00	5,000.00	.0
10-1-6414-01 VACATION ADMIN	.00	.00	40,785.00	40,785.00	.0
10-1-6415-01 SICK LEAVE REDEMPTION ADMIN	.00	.00	15,957.00	15,957.00	.0
10-1-6421-02 RETIREMENT - ADMINISTRATION	80,449.00	80,449.00	171,451.00	91,002.00	46.9
10-1-6421-03 PEHP - ADMINISTRATION	6,674.45	6,674.45	16,377.00	9,702.55	40.8
10-1-6422-01 WORKERS COMP - ADMINISTRATION	744.08	744.08	3,960.00	3,215.92	18.8
10-1-6423-01 LIFE INSURANCE - ADMIN	398.76	398.76	1,750.00	1,351.24	22.8
10-1-6424-01 HEALTH INS - ADMINISTRATION	61,719.50	61,719.50	163,100.00	101,380.50	37.8
10-1-6424-04 OCC. HEALTH - ADMINISTRATION	854.00	854.00	6,000.00	5,146.00	14.2
10-1-6426-01 LONG TERM DISABILITY - ADMIN	1,710.33	1,710.33	4,141.00	2,430.67	41.3
10-1-6430-01 OREGON PAID LEAVE ADMIN	1,264.83	1,264.83	3,400.00	2,135.17	37.2
10-1-6430-02 MEDICARE - ADMINISTRATION	4,771.85	4,771.85	12,283.00	7,511.15	38.9
10-1-6430-03 DEFINED CONT. - ADMIN	19,371.32	19,371.32	47,580.00	28,208.68	40.7
10-1-6531-01 SOCIAL SECURITY - ADMIN	2,819.71	2,819.71	.00	(2,819.71)	.0
TOTAL ADMIN - PERSONAL SERVICES	520,151.48	520,151.48	1,310,608.00	790,456.52	39.7

MID-COLUMBIA FIRE & RESCUE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY - PERSONAL SRVCS</u>					
10-2-6403-02 CAPTAIN	147,088.30	147,088.30	335,000.00	187,911.70	43.9
10-2-6404-00 LIEUTENANT	118,702.61	118,702.61	297,900.00	179,197.39	39.9
10-2-6405-01 FIREFIGHTER	609,222.61	609,222.61	1,829,450.00	1,220,227.39	33.3
10-2-6405-02 SINGLE ROLE - EMS	66,166.70	66,166.70	368,000.00	301,833.30	18.0
10-2-6406-00 VOLUNTEER PROGRAM	4,422.03	4,422.03	22,250.00	17,827.97	19.9
10-2-6406-02 VOLUNTEER REIMBURSEMENT	270.00	270.00	7,000.00	6,730.00	3.9
10-2-6407-00 UNIFORMS - PUBLIC SAFETY	20,929.24	20,929.24	43,320.00	22,390.76	48.3
10-2-6414-00 HOLIDAY	17,368.22	17,368.22	76,017.00	58,648.78	22.9
10-2-6414-01 VACATION	.00	.00	44,058.00	44,058.00	.0
10-2-6414-02 FUNERAL LEAVE	1,542.26	1,542.26	.00	(1,542.26)	.0
10-2-6415-00 SICK OT	53,786.05	53,786.05	88,200.00	34,413.95	61.0
10-2-6415-01 SICK LEAVE REDEMPTION	.00	.00	13,000.00	13,000.00	.0
10-2-6416-01 FIRE	43,407.83	43,407.83	100,827.00	57,419.17	43.1
10-2-6416-02 AMBULANCE	42,458.64	42,458.64	86,520.00	44,061.36	49.1
10-2-6416-04 TECH RESCUE	18,301.61	18,301.61	34,760.00	16,458.39	52.7
10-2-6416-05 TRAINING	32,285.74	32,285.74	109,201.00	76,915.26	29.6
10-2-6416-06 OTHER	35,820.48	35,820.48	76,000.00	40,179.52	47.1
10-2-6416-07 AMBULANCE STAND-BY	6,811.01	6,811.01	12,000.00	5,188.99	56.8
10-2-6417-00 FLSA	33,056.60	33,056.60	116,565.00	83,508.40	28.4
10-2-6421-00 RETIREMENT - PUBLIC SAFETY	208,822.09	208,822.09	663,205.00	454,382.91	31.5
10-2-6421-01 PEHP PLAN - PUBLIC SAFETY	16,613.61	16,613.61	52,300.00	35,686.39	31.8
10-2-6422-00 WORKERS' COMPENSATION	22,611.35	22,611.35	86,520.00	63,908.65	26.1
10-2-6423-00 LIFE INSURANCE	3,588.84	3,588.84	18,128.00	14,539.16	19.8
10-2-6424-00 HEALTH INSURANCE	189,452.72	189,452.72	688,258.00	498,805.28	27.5
10-2-6424-03 OCCUPATIONAL HEALTHCARE	9,155.23	9,155.23	47,195.00	38,039.77	19.4
10-2-6426-00 LONG TERM DISABILITY	7,078.38	7,078.38	21,929.00	14,850.62	32.3
10-2-6430-00 MEDICARE	17,491.18	17,491.18	51,905.00	34,413.82	33.7
10-2-6430-01 DEFINED CONTRIBUTION	56,759.21	56,759.21	132,600.00	75,840.79	42.8
10-2-6430-02 OREGON PAID LEAVE	4,660.75	4,660.75	14,500.00	9,839.25	32.1
10-2-6531-00 PAYROLL EXPENSES / SS	227.23	227.23	9,600.00	9,372.77	2.4
TOTAL PUBLIC SAFETY - PERSONAL SRVCS	1,788,100.52	1,788,100.52	5,446,208.00	3,658,107.48	32.8

MID-COLUMBIA FIRE & RESCUE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY - MATERIALS</u>					
10-3-6434-00	799.00	799.00	94,046.00	93,247.00	9
10-3-6435-00	3,502.55	3,502.55	6,000.00	2,497.45	58.4
10-3-6436-00	22,273.28	22,273.28	35,276.00	13,002.72	63.1
10-3-6441-00	11,700.81	11,700.81	32,350.00	20,649.19	36.2
10-3-6441-01	5,058.38	5,058.38	1,600.00	(3,458.38)	316.2
10-3-6441-02	647.43	647.43	.00	(647.43)	.0
10-3-6442-00	1,049.81	1,049.81	3,600.00	2,550.19	29.2
10-3-6443-00	1,157.38	1,157.38	4,000.00	2,842.62	28.9
10-3-6445-01	728.00	728.00	1,600.00	872.00	45.5
10-3-6446-00	29,546.34	29,546.34	75,000.00	45,453.66	39.4
10-3-6451-00	6,818.64	6,818.64	15,700.00	8,881.36	43.4
10-3-6453-00	16,930.56	16,930.56	42,500.00	25,569.44	39.8
10-3-6453-01	47.66	47.66	3,000.00	2,952.34	1.6
10-3-6454-00	1,774.41	1,774.41	4,600.00	2,825.59	38.6
10-3-6457-02	697.17	697.17	1,250.00	552.83	55.8
10-3-6457-03	967.00	967.00	6,100.00	5,133.00	15.9
10-3-6457-04	2,764.00	2,764.00	14,334.00	11,570.00	19.3
10-3-6457-05	.00	.00	11,266.00	11,266.00	.0
10-3-6459-00	103,178.58	103,178.58	191,218.00	88,039.42	54.0
10-3-6461-00	10,000.00	10,000.00	22,910.00	12,910.00	43.7
10-3-6462-00	7,232.50	7,232.50	72,800.00	65,567.50	9.9
10-3-6462-01	58,991.27	58,991.27	166,072.00	107,080.73	35.5
10-3-6464-00	1,639.00	1,639.00	4,500.00	2,861.00	36.4
10-3-6465-00	1,713.52	1,713.52	16,500.00	14,786.48	10.4
10-3-6466-00	5,687.31	5,687.31	14,500.00	8,812.69	39.2
10-3-6467-00	8,354.74	8,354.74	18,028.00	9,673.26	46.3
10-3-6468-00	1,416.40	1,416.40	4,000.00	2,583.60	35.4
10-3-6469-00	3,075.40	3,075.40	6,780.00	3,704.60	45.4
10-3-6477-00	6,281.00	6,281.00	6,275.00	(6.00)	100.1
10-3-6479-00	2,769.00	2,769.00	1,775.00	(994.00)	156.0
10-3-6480-00	3,000.00	3,000.00	22,000.00	19,000.00	13.6
10-3-6481-00	4,116.00	4,116.00	11,000.00	6,884.00	37.4
10-3-6482-00	35,177.33	35,177.33	95,000.00	59,822.67	37.0
10-3-6482-01	1,678.54	1,678.54	10,560.00	8,881.46	15.9
10-3-6483-00	297.00	297.00	1,500.00	1,203.00	19.8
10-3-6485-00	4,116.54	4,116.54	32,935.00	28,818.46	12.5
10-3-6485-01	16,216.42	16,216.42	31,600.00	15,383.58	51.3
10-3-6486-00	2,414.81	2,414.81	16,400.00	13,985.19	14.7
10-3-6486-01	3,016.36	3,016.36	25,500.00	22,483.64	11.8
10-3-6487-00	3,222.53	3,222.53	19,855.00	16,632.47	16.2
10-3-6491-00	12,814.06	12,814.06	325,000.00	312,185.94	3.9
10-3-6495-00	.00	.00	6,900.00	6,900.00	.0
10-3-6497-00	.00	.00	2,800.00	2,800.00	.0
10-3-6502-00	.00	.00	3,200.00	3,200.00	.0
10-3-6503-00	.00	.00	10,500.00	10,500.00	.0
10-3-6507-00	20,299.53	20,299.53	92,650.00	72,350.47	21.9
10-3-6508-00	1,971.07	1,971.07	5,400.00	3,428.93	36.5
10-3-6509-00	.00	.00	33,000.00	33,000.00	.0
10-3-6510-00	4,342.75	4,342.75	17,154.00	12,811.25	25.3
10-3-6510-01	3,776.94	3,776.94	7,000.00	3,223.06	54.0
10-3-6511-00	695.00	695.00	3,500.00	2,805.00	19.9
10-3-6512-00	685.94	685.94	2,372.00	1,686.06	28.9

MID-COLUMBIA FIRE & RESCUE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-3-6513-00 MISCELLANEOUS EXPENSE	4,851.08	4,851.08	7,550.00	2,698.92	64.3
10-3-6520-00 911 SERVICES	23,820.00	23,820.00	59,000.00	35,180.00	40.4
TOTAL PUBLIC SAFETY - MATERIALS	463,313.04	463,313.04	1,719,956.00	1,256,642.96	26.9
 <u>CAPITAL OUTLAY</u>					
10-4-6533-00 FIREFIGHTING EQUIPMENT	80,917.88	80,917.88	102,230.00	21,312.12	79.2
10-4-6533-01 OFFICE EQUIPMENT	2,315.84	2,315.84	4,000.00	1,684.16	57.9
10-4-6533-05 RADIO EQUIPMENT	5,729.99	5,729.99	6,875.00	1,145.01	83.4
10-4-6533-06 FIRE TRAINING EQUIPMENT	33,661.00	33,661.00	36,750.00	3,089.00	91.6
TOTAL CAPITAL OUTLAY	122,624.71	122,624.71	149,855.00	27,230.29	81.8
 <u>OTHER & TRANSFERS</u>					
10-6-7002-00 DUE TO FF EQUIP & SUPP	.00	.00	57,000.00	57,000.00	.0
10-6-7003-00 DUE TO BLDG RESERVE FUND	.00	.00	42,500.00	42,500.00	.0
10-6-7004-00 DUE TO EQUIPMENT RESERVE	.00	.00	419,000.00	419,000.00	.0
10-6-7007-00 DUE TO STACKER BUTTE	.00	.00	2,350.00	2,350.00	.0
10-6-7009-00 DUE TO RETIREMENT LIABILITY	.00	.00	40,600.00	40,600.00	.0
TOTAL OTHER & TRANSFERS	.00	.00	561,450.00	561,450.00	.0
 <u>CONTINGENCY</u>					
10-7-8000-00 CONTINGENCY	.00	.00	100,000.00	100,000.00	.0
TOTAL CONTINGENCY	.00	.00	100,000.00	100,000.00	.0
 <u>UNAPPROPRIATED FUND BALANCE</u>					
10-8-8600-00 UNAPPROPRIATED ENDING FUND BAL	.00	.00	2,058,322.00	2,058,322.00	.0
TOTAL UNAPPROPRIATED FUND BALANCE	.00	.00	2,058,322.00	2,058,322.00	.0
 TOTAL FUND EXPENDITURES	 2,894,189.75	 2,894,189.75	 11,346,399.00	 8,452,209.25	 25.5
 NET REVENUE OVER EXPENDITURES	 7,081,335.59	 7,081,335.59	 .00	 (7,081,335.59)	 .0

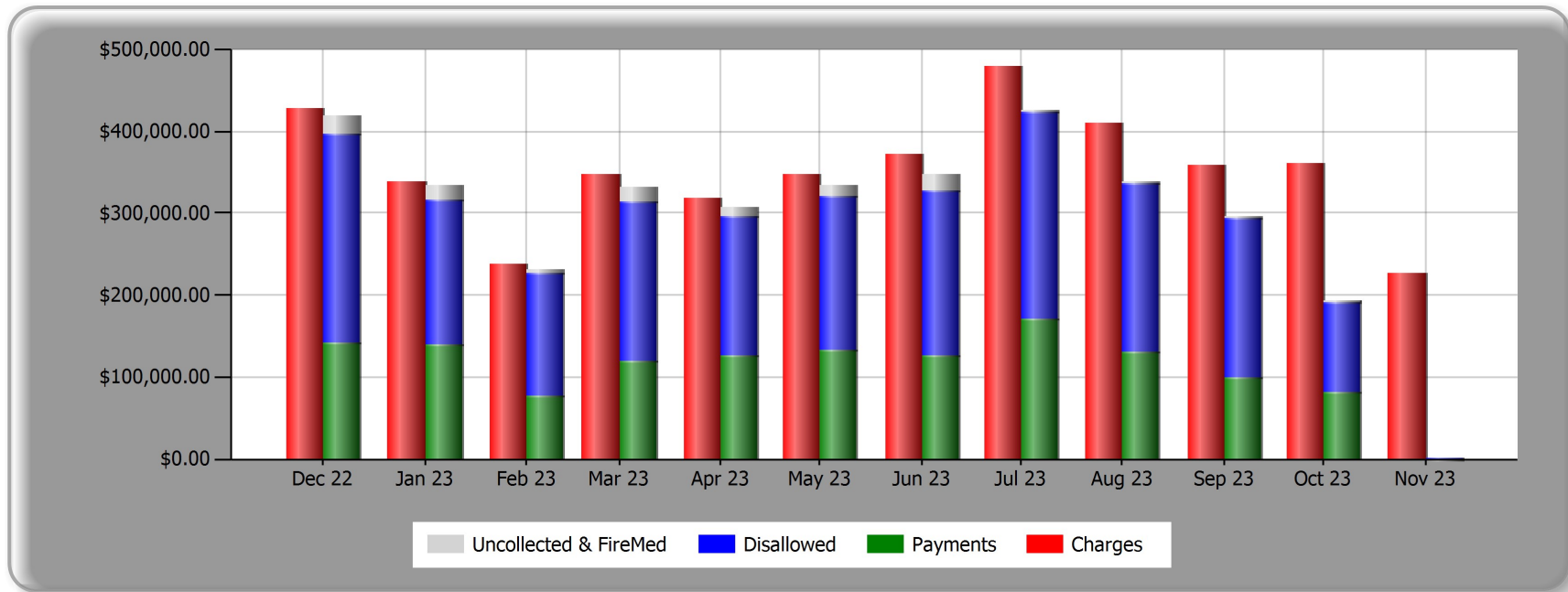
**Mid-Columbia Fire & Rescue
ANNUAL COLLECTION STATISTICS**

Date Of Service	12/01/2022
Date Of Service	11/30/2023
Invoices	0
Company	Mid-Columbia Fire & Rescue

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Dec 22	233	427,894.50	-141,056.65	33 %	-3,876.32	1 %	-256,035.82	60 %	-17,707.91	4 %	9,217.80	2 %
Jan 23	176	338,240.92	-138,810.26	41 %	-4,239.92	1 %	-177,027.24	52 %	-14,410.16	4 %	3,753.34	1 %
Feb 23	137	239,236.28	-77,573.85	32 %	-1,634.42	1 %	-149,313.69	62 %	-3,867.15	2 %	6,847.17	3 %
Mar 23	173	348,552.80	-120,770.92	35 %	-904.06	0 %	-194,215.54	56 %	-16,408.96	5 %	16,253.32	5 %
Apr 23	175	319,840.93	-126,684.18	40 %	-993.93	0 %	-169,914.20	53 %	-9,783.79	3 %	12,464.83	4 %
May 23	199	348,155.86	-133,441.63	38 %	-1,118.16	0 %	-186,838.67	54 %	-12,779.96	4 %	13,977.44	4 %
Jun 23	206	372,998.27	-126,073.92	34 %	-475.00	0 %	-202,053.58	54 %	-18,956.19	5 %	25,439.58	7 %
Jul 23	245	480,809.02	-172,334.87	36 %	-1,400.00	0 %	-252,257.88	52 %	0.00	0 %	54,816.27	11 %
Aug 23	212	410,306.55	-130,970.76	32 %	-1,347.97	0 %	-206,164.61	50 %	-1.32	0 %	71,821.89	18 %
Sep 23	202	358,096.79	-99,017.80	28 %	-3,118.65	1 %	-195,423.07	55 %	0.00	0 %	60,537.27	17 %
Oct 23	192	361,294.98	-80,680.12	22 %	-665.31	0 %	-113,215.57	31 %	0.27	0 %	166,734.25	46 %
Nov 23	121	226,381.86	-420.62	0 %	0.00	0 %	-1,307.88	1 %	0.00	0 %	224,653.36	99 %

2,271 4,231,808.76 -1,347,835.58 -19,773.74 -2,103,767.75 -93,915.17 666,516.52

All amounts shown relate directly to each month's charges. They will not reconcile to monthly deposit reports



MCFR INFORMATION SHEET

DATE: December 18, 2023

TO: Fire District Board of Directors

FROM: Bob Palmer, Fire Chief

ISSUE: Fire Chief's Report

ASA UPDATE PROCESS: The ASA Review Committee continues to await a draft ordinance for review. The Wasco County Emergency Services Manager has conveyed there were some additional changes necessary that has delayed dissemination of the draft ordinance. Addendums to extend the current Wasco County ASA contracts will be distributed to each agency for review and signature to continue provision of EMS by each contract holder within the County with language allowing the termination of existing contracts and associated addendums once the new ASA Ordinance and Plan have been adopted. Once this occurs, it is anticipated new ASA contracts will be distributed to EMS agencies for their review and consideration for continuation.

APPRENTICESHIP PROGRAM: The apprenticeship program is now fully operational. The program is functioning well, and we look forward to watching each FF apprentice learn, grow, and achieve their goals.

GROUND EMERGENCY TRANSPORT (GEMT) FFS PROGRAM: The GEMT applications for SFY 2023 for both Oregon and Washington have each been completed and submitted to the Oregon Health Authority and the Washington Healthcare Administration. Reimbursement from each of these application requests will occur in CY 2024.

OREGON GEMT CCO PROGRAM: CMS has responded to OHA with approval of the GEMT CCO program for the 2024 calendar year. OHA will be reaching out soon to solicit "letters of intent to participate for CY 2024". For CY 2023, payment reports and processing reports will continue as needed for CY 2023. Once Gainwell and the Oha have finalized the rates for the second half of CY 2023 OHA will follow-up with each GEMT provider regarding the amounts of the non-federal portion and administrative fees tied to GEMT CCO reimbursement. A GEMT CCO meeting was conducted on December 7th which provided updated information on rate adjustments and the remaining activity on slate for CY 2023.

COMMUNITY PLANNING AND DEVELOPMENT: The GOR project continues on schedule. Plans to move ahead with the second phase of this project are in the works.

STACKER BUTTE LEASE: Addendums for each of the subleases have been drafted and are under review by consortium members. Once consortium members have completed review and provided their input, the final drafts will be forwarded to legal counsel for review and input. Once in final form, the addendums will be forwarded to each sublessee for their consideration.

I will additionally be drafting a new sublease for the Klickitat County P.U.D. who has requested to locate radio equipment at our site. Our landlord has given the Consortium authorization to enter into a sublease with this agency. Available space at Stacker Butte will be maxed out once they have located their radio equipment at the site.

MID-TERM BARGAINING: We were successful in coming to an agreement with the paramedic training program and will be moving forward. We will not be moving forward with the lateral hiring program at this time. Relative to PLO, the local noted they have no issues with the PLO policy; however, the issue of the employees PLO tax continues to remain unchanged.

OSFM COMMUNITY RISK REDUCTION GRANT: The NW Youth Corp. has completed their mitigation work for the season and had a wrap up party here at MCFR on December 6th. DC's Wood and Beckner will be planning the next round of wildland mitigation projects for CY 2024.

GROUND AMBULANCE DATA COLLECTION SYSTEM (GADCS): Remains in process.

BUDGET PROCESS - FY 2024-25: The FY 2024-25 budget process will commence in December 2023.

PETERSBURG RURAL FIRE PROTECTION ASSOCIATION (RFPA): No update.

PARAMEDIC TRAINING PROGRAM: Now that the Paramedic training program issue has been finalized with the Local, AC Jensen is working to implement the program for the District. Candidates are identified for participation in the program. DC Coleman will be coordinating with CGCC to get the program moving forward with the college.

BANK TRANSITION: The Bank transition process is for the most part complete. There still remains a couple of ACH/EFT accounts that have not fully transitioned to First Interstate. We will maintain our checking account with Umpqua Bank for a period of time to assure all is in order before we fully transition to a single account.

FIVE COUNTY MA AGREEMENT: A draft revision of the five county MA agreement has been completed and forwarded it to all participating agencies for review and input. Once in final form, the next step will be for each agency to submit the agreement to their governing bodies for review and approval.

ANNUAL MCFR CHRISTMAS PARTY: The Fire District's annual Christmas Party is scheduled for Saturday, December 16, 2023. The event starts at 5:00 p.m. Dinner is at 6:00 p.m. Santa Claus is scheduled to fly in at 7:00 p.m. There will be an ugly sweater contest for those how dare to participate. The categories will be 1) the ugliest Santa or Snowman sweater; 2) the best handmade sweater; and 3) the glitziest/most ornate sweater. We will look forward to seeing everyone there to celebrate the holiday season.

PROJECT ELFF: Project ELFF took place on December 5, 2023. We took in over 2000 units of food over a 4-hour period. Thank you all to those members who assisted with this worthwhile community event.

911 STATISTICS:

911 STATISTICS				
NOVEMBER 2023			YEAR-TO-DATE	
AGENCY	CALLS	PERCENT	CALLS	PERCENT
MCFR	359	15%	3761	12%
TDPD	1436	59%	20574	63%
WCSO	632	26%	8189	25%
TOTAL	2427	100%	35524	100%

RECOMMENDATION/ACTION: Staff update.

Assistant Fire Chief- Board Report

David Jensen, Assistant Fire Chief

November 2023

Major Topics for November 2023

- Staffing

Dual Role- 22 of 24 currently filled.

- Of the 24 Dual-Role positions, currently 2 Firefighter/Paramedic positions are open. We ran a 3-week recruitment and gained a qualified applicant who is scheduled to test on December 14th. We have opened up the recruitment again over the holidays to see if we can get additional candidates. As well, Chief Coleman and a Firefighter Paramedic are planning a trip to see Paramedic Students in school to continue recruitment efforts.

Single-Role EMS- 4 of 6 currently filled.

- All EMT positions are filled.
- Two of our Paramedic single-role positions are open, and we are actively recruiting.

Single-Role Wildland-

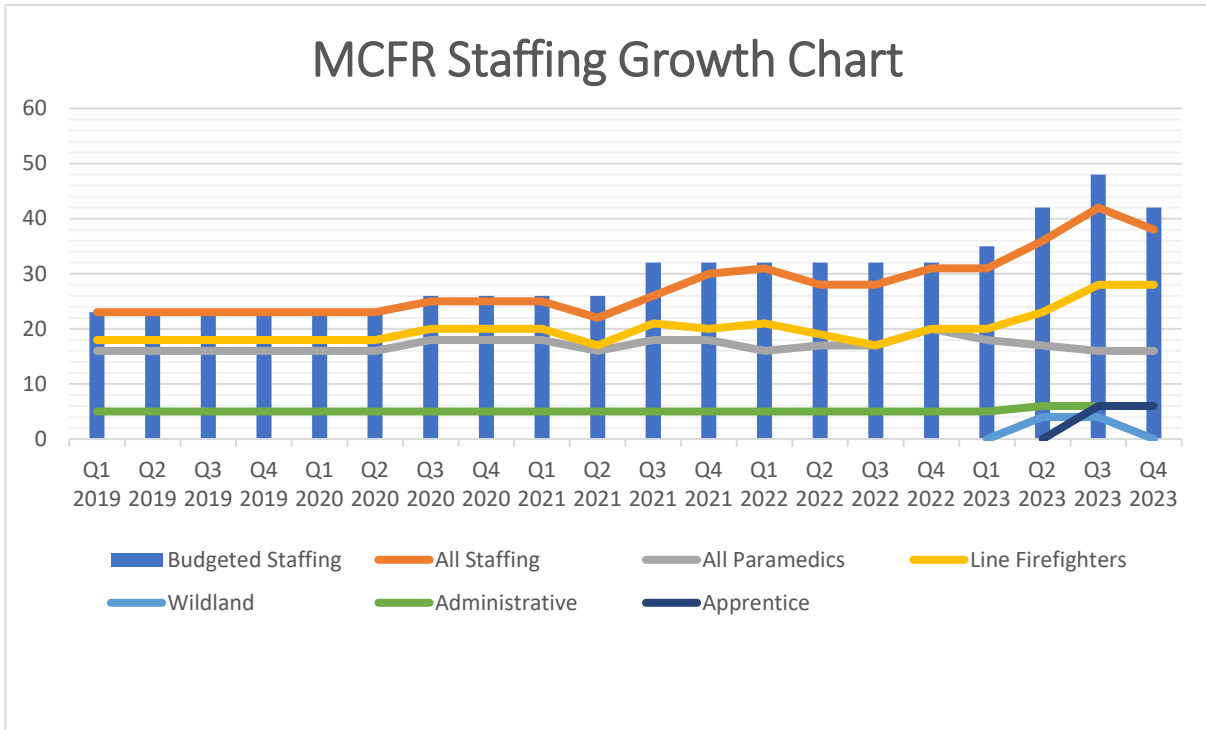
- Our seasonal program for 2023 ended October 20th. Recruitment efforts have now begun for Wildland Season 2024.

Apprentices- All Apprentice Positions are Filled 6 of 6.

- All Apprentice positions are filled and are working as qualified firefighters, operating at a high level, and are on shift. Each station has 1 apprentice per shift.

Administration- 6 of 6 positions filled.

- All Administrative positions are filled.



Q4 2023 accounts for the seasonal nature of wildland staffing.

- Paramedic Training Opportunities**

We have agreement on the payback provisions of the individual agreement for the District to begin to direct funding and organizing efforts toward sending our own personnel to Paramedic School. This is very exciting. 12 of our current members (including apprentices) have notified the District of their interest in the program. Each member is in varying stages of being ready to participate. Four are ready to begin a One-year program as soon as May 2024.

After many discussions with other departments nationwide, “growing your own medics” is becoming a more proven solution than just recruitment and lateral hiring solutions. I am very excited for the future of this program.

- Sign Project**

Lt. Kiyokawa has been leading the charge toward updating our signage at each station to reflect our current branding. This first phase of this project is seeing completion. Attached is a photo of Station 1’s new sign at night. Station 2 and the training grounds at Station 1 will also have new matching signs shortly.



- **Paint Project for Station 2**

Our Station 2 paint project has been a long time coming. It suffered a significant delay because we were waiting on parts for the garage doors so they could be fully repaired before painting. Once completed, the painters were able to find an opening in November to complete the project. Chief Beckner organized the bid process and pushed this project through the finish line 13% under budget. Signage will be the next phase of this project.



- **Other ongoing projects/engagements:**

- Updating Standards of Cover
- Continuity of Operations Plan
- Managing Day-to-Day operations
- Conducting Daily Briefings at both Station 1 and Station 2 each morning to enhance communication.
- Reviewing response and productivity metrics to ensure forward progression.
- Reviewing evaluations on probationary firefighters and coaching probationary officers.
- Working with Local 1308 on the new paramedic training.
- Working with Local 1308 on Lateral Hire MOU
- One training session with James Rowan (our organizational leadership coach)
- Review evaluations for probationary employees
- Dispatch meetings to complete the CAD RFP project with the County and City.
- Monitoring operational budget and the three grant funded lines we have currently operating.

- Response Metrics

EMS Calls for Service November 2023

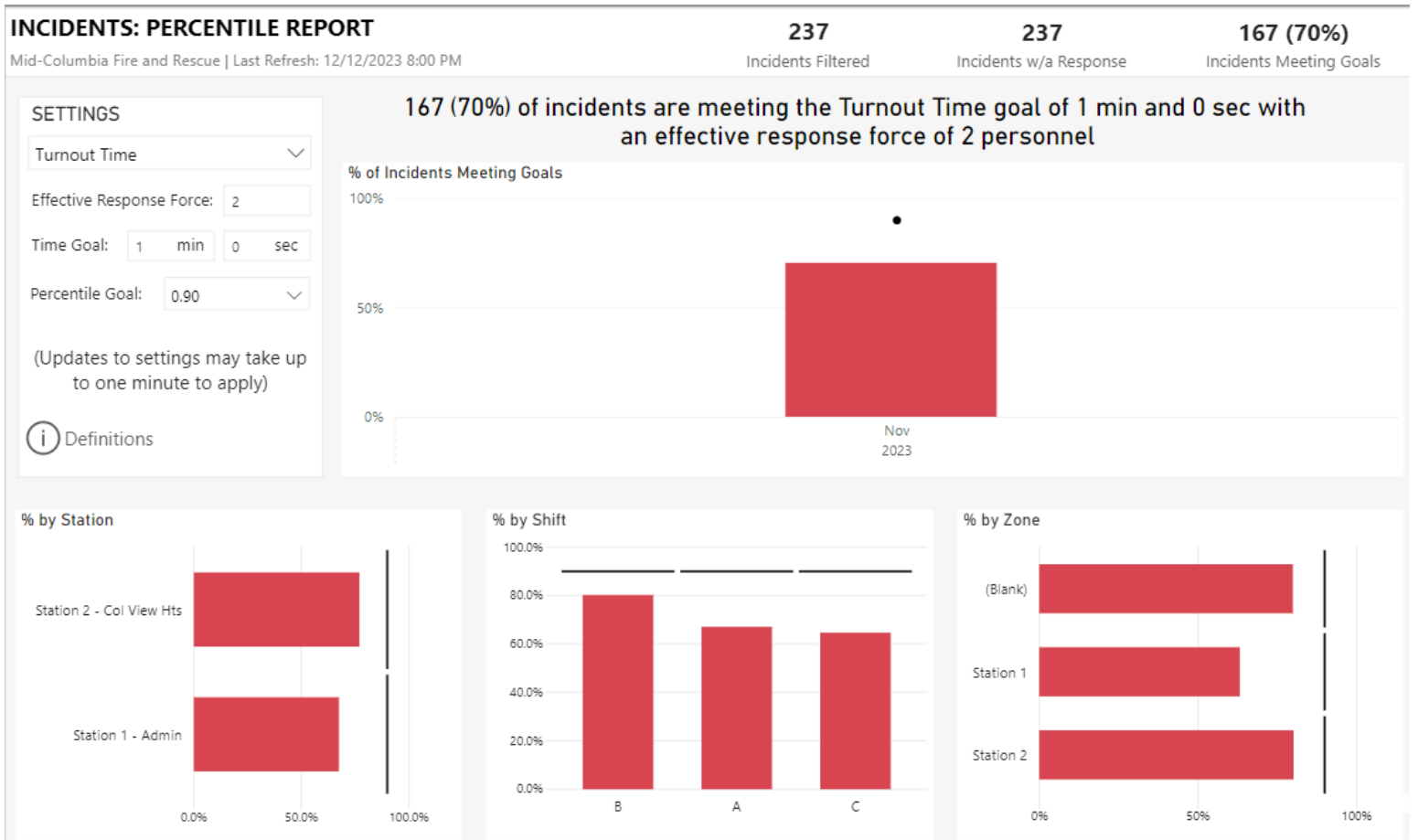
Percentage of EMS Calls Meeting 60 Second Response Compliance:

A Shift- 67.1% down from 70.7%, B Shift 80.3% up from 63.5%. C Shift- 64.7% up from 60.5% Station 1 overall- **67.5% up from 59.9%**. Station 2 overall- **77% down from 83%**

Districtwide **70.5% up from 65%** compliance

90 Percentile Turnout Time Compliance: **1:53 down from 2:06**

50 Percentile Turnout Time: **49 seconds, down from 51**



Fire and Other Calls for Service November 2023

Percentage of *Fire/Other Calls* Meeting 80 Second Response Compliance:

A Shift- 60% up from 55.6%, B Shift- 80.8% up from 70%. C Shift- 76% up from 72.7%

Station 1 overall- 67.8% up from 56% Station 2 overall- 81.8% down from 82.4%

Districtwide 71.6% down from 62.7%

90 Percentile Response Time Compliance: 1:55 down from 2:58

50 Percentile Turnout Time: 58 seconds down from 69

INCIDENTS: PERCENTILE REPORT

Mid-Columbia Fire and Rescue | Last Refresh: 12/12/2023 8:00 PM

97

Incidents Filtered

81

Incidents w/a Response

58 (72%)

Incidents Meeting Goals

SETTINGS

Turnout Time

Effective Response Force:

Time Goal: min sec

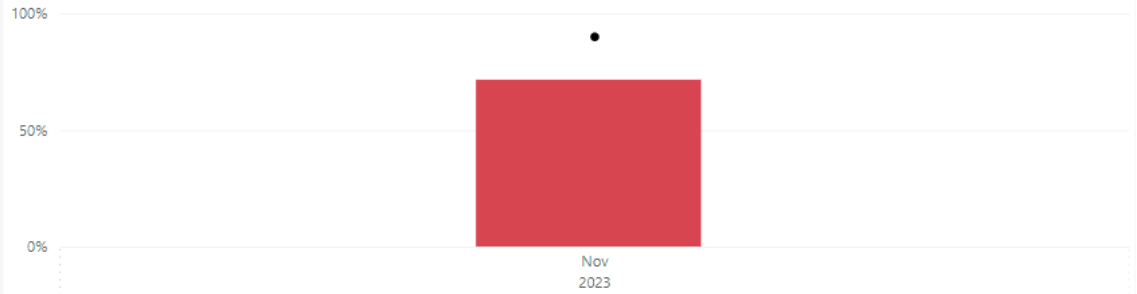
Percentile Goal:

(Updates to settings may take up to one minute to apply)

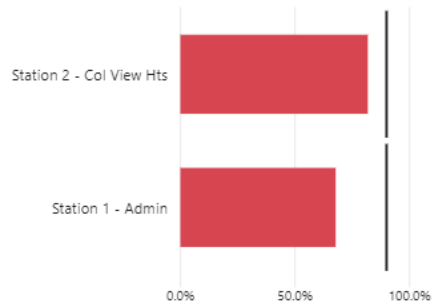
[Definitions](#)

58 (72%) of incidents are meeting the Turnout Time goal of 1 min and 20 sec with an effective response force of 2 personnel

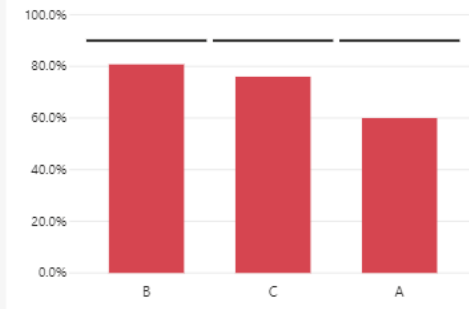
% of Incidents Meeting Goals



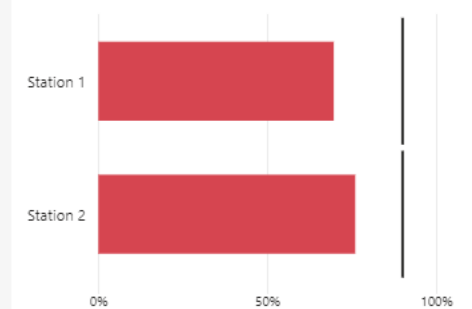
% by Station



% by Shift

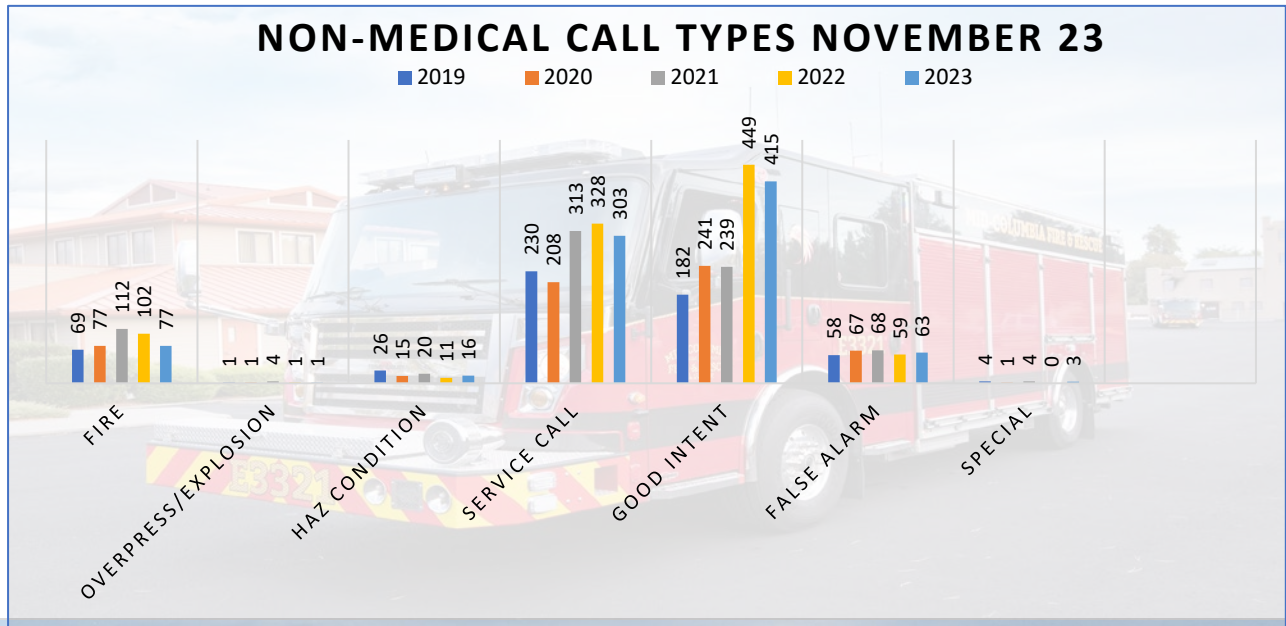
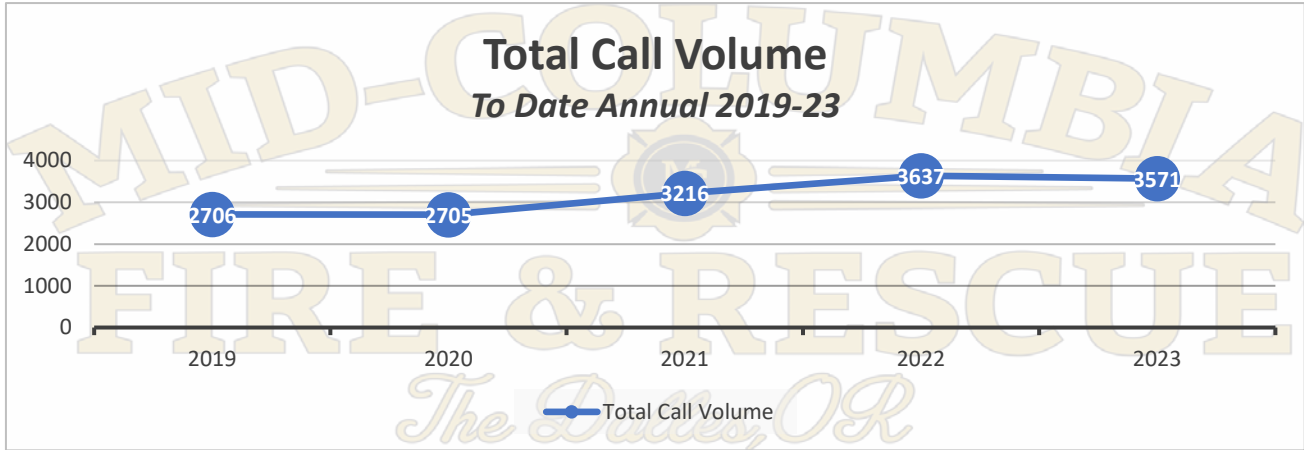


% by Zone

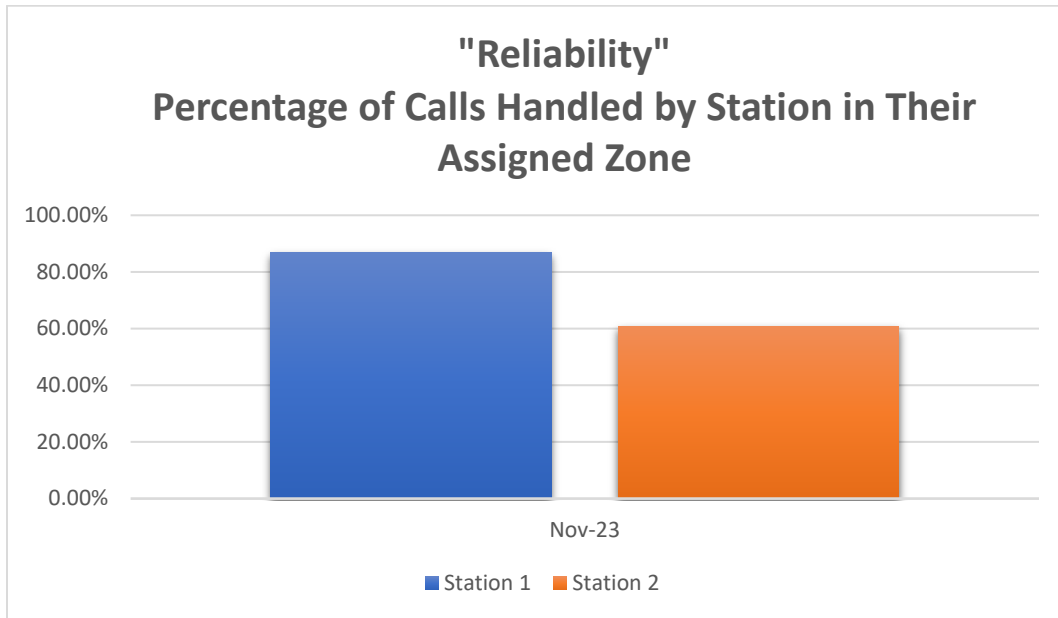
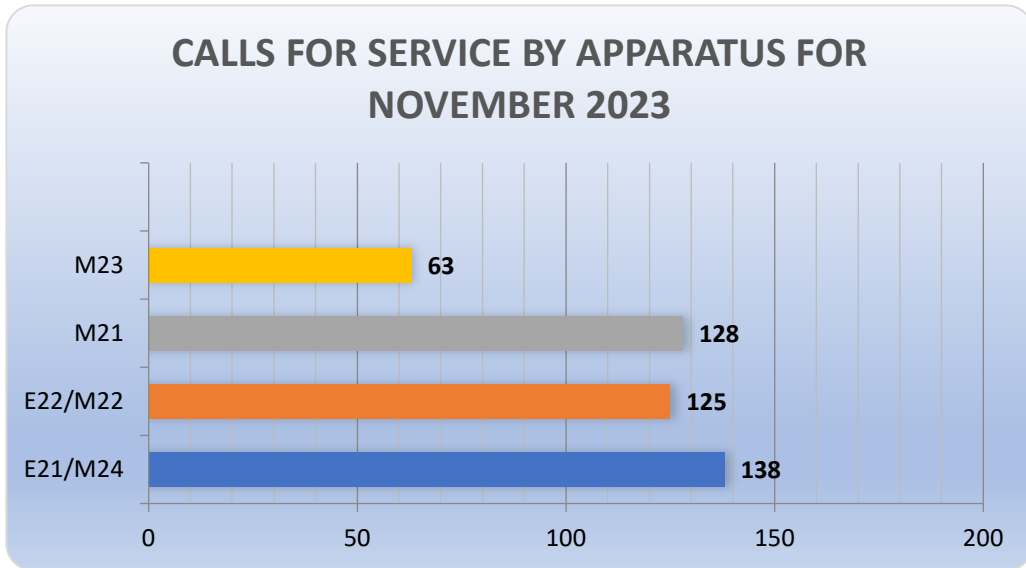


District Response Metrics

Below are the current statistics year-over-year through November, 2023



Unit Based Statistics for November 2023



Board Report

Josh Beckner, Division Chief

November 2023

November was packed with various projects. Overall, progress was made in our Inventory programs, Vehicle Maintenance and Facilities Maintenance. We continue to promote our hiring process and are hopeful of bringing in some new candidates in our next testing process. Northwest Youth Corp wraps up their season with the beginning of December. We are thankful for the work they did in and around Foley Lakes, Memaloose and near Adventist Health on the east side of town. We are starting to plan our 2024 season and will begin our next round of outreach in the Rowena area in January or February. We listed the two surplus vehicles on GovDeals, they close out on the 15th of December.

Programs [Hiring, Projects, Coordination].

- Working with NWYC on Mitigation Projects (Finished in Early December)
- Closing out initial worklist for fuel reduction sites
- Looking at wildland projects and opportunities for next season
- Single Role Paramedic positions open – Open Recruitment
- Dual Role Positions open
- Seasonal Wildland Engine Boss / Crew Boss
- Seasonal Wildland Firefighters
- UAS/Drone Program
- PPE Program
- Chipper Program – Plans in process for 2024
- Apparatus: AA&L is working on our project list, should be caught up by end of December
- Facilities: Bids out for various projects in 2024

Meetings/Training/Safety/Other:

- Meeting with OSFM regarding CWDG-Community Wildfire Defense Grant
- Meeting with OSFM on Wildland Preparedness Grant
- CWPC Youth Corp collaboration on Fuels Mitigation
- Assist DC Coleman with Apparatus Operator and Firefighter training and testing.

- Assist with CGTA Academy
- Various Staff Meetings and Weekly Planning Meetings
- Coaching and Strategy Sessions with James Rowan
- CGCC Meetings regarding UAS Program
- Board of Directors Meeting

Emergency Responses/Station Staffing/Fire Investigations:

- All Calls – 0
- Motor Vehicle Accident – 1
- Fire Response – 1
- Fire Investigation/Walkthrough – 0
- Duty Officer – 8 Days

Prevention Division- Board Report

Jay Wood, Division Chief

November 2023

The district had four (4) hostile fires in November 2023. A chimney fire that was contained to the flue but outside of the chimney liner. There was no physical damage to the structure; the chimney will need to be serviced by a qualified expert before occupants can use the wood stove. Pre-Fire value of the home and contents estimated to be \$632,000 with no loss. Two of the fires involved homeless camps. One was a debris fire with no value or loss; this fire was referred to City of The Dalles PD for possible arson/unlawful burning. The other resulted in the individuals' possessions being consumed along with the tent. Value and loss estimated to be \$4,000. The cause of the fire was undetermined. The last fire was a motor home fire along the interstate east of The Dalles. The motorhome and contents were valued at \$4,000 with a total loss of both. The cause of this fire was undetermined. Total pre-fire value for all fires was \$640,000 with \$8,000 in loss.

Public Education and events for November was limited to a planning meeting for our September Get Ready event. This event serves as an Open House for the Fire District and involves many other entities and private companies all gathered together to present the public with materials relating to being prepared for disaster. For the September 2024 event, we are looking to expand from "Get Ready The Dalles" to "Get Ready Preparedness Event" for the entire Gorge area. We hope to see 'vendors' from other areas of the Gorge including Hood River, White Salmon, Goldendale and others.

The ESO Transition is on track. We are still waiting on the Personnel Management side of ESO, which is where we will track Training and Employee Health events such as physicals, immunizations employment events, etc. The backend work is being done by ESO and we are in line to have that completed before our Go Live date of January 1, 2024. Shift Personnel and Staff will be doing training in December to learn more about using ESO's various modules.

Community Risk Reduction [Prevention, Public Education, Code Enforcement]

- Site Team – 1 meeting in November. I provided written comments as I was unable to attend the meeting. One project was a holdover from the last meeting regarding the multi-family development from last months report. A second project was a small subdivision application. There are some possible slope issues with this development and the site will need to be evaluated by a professional engineer to ensure roadways within the subdivision meet the code requirements for Fire Apparatus Access. They will also be required to install an additional hydrant on the city water system for this subdivision.

- Site Visits – Conducted a Mobile Food Unit inspection which is now a requirement of the vendor receiving their license through North Central Public Health. These are quick looks to ensure that the mobile food unit has a required ventilation hood and ensure that they have required fire extinguishing capabilities. I conducted a home safety inspection for a homeowner just prior to the Thanksgiving holiday. After the holiday, I did a driveway evaluation for a structure that was built in 1996 and is off Browns Creek Road. The driveway is a steep, narrow two-track road that ends at a cabin.

Meetings/Training/Safety/Other:

- Various Staff Meetings and Weekly Planning Meetings.
- Coaching and Strategy Sessions with James Rowan.
- Get Ready The Dalles Follow-Up Meeting (now a monthly meeting).
- Attended a 12-hour Mass Care training and tabletop exercise.
- Conducted an Accreditation Review for Mosier Fire District for the Dept of Public Safety Standards and Training.
- Attended staff Goal Setting and Budget Preparation meeting.

Emergency Responses/Station Staffing/Fire Investigations:

- Fire Investigation – None requested.
- All Calls – 0, 3 total for the district.
- EMS/Motor Vehicle Accident Response – 1
- Fire Response – 0
- Duty Officer – 8 days



A Tip from the Oregon State Fire Marshal

Training Division- Board Report

Fred Coleman, Division Chief

November 2023

Volunteer Training: They conduct training when on shift.

Career Training:

- SCBA masking drills
- Engine Company Task Option 3
- Engine Company Task Option 11
- Type III Off road driving
- Type III mobile fire attack
- Cardiac arrest
- Post-resuscitation care
- Pediatric cardiac care

Major projects and completion status:

- Probationary training and testing for Recruit classes, 2023-01, 2023-02, 2023-02E,
- Career officer development course-in progress, ½ complete
- Working on training for dispatchers- ongoing
- Apprenticeship Program- ongoing.
- Planning for CGTA Volunteer Structure Academy- ¾ Completed
- Preparing for DPSST Accreditation Review- **Complete** **
- Planning for Irons in the Fire Conference 2024- Started
- Coordinating Skid truck Avoidance training with DPSST- ¾ Complete
- Work on Coordinating all hands HAZ MAT Drill for 12/13- ½ Complete

** DPSST accreditation review went well no problems we are now accredited for another 3 years.

- **Meetings/ Training/ District Representation**
 - November 15th CGTA meeting 1000-1200
 - November 16th Staff Meeting – 1500
 - November 16th Chief Training- 1530
 - November 17th DPSST Accreditation Review 1000-1100
 - November 20th MCFR Board Meeting 1730

- November 28th Budget Planning Meeting 0800-1700
- November 30th Chief Training 1530-1630

Emergency Response and Station Staffing

- All Calls-1 Rescue Response- 1
- EMS Response - 2 Duty Chief Days This month 4
- MVA Response -
- Fire Response – 1

Current Volunteer Levels and Status:

Current 2023 Volunteers		
Position/ Qualification	Number	Volunteers
FF1/WFFT2/EMT	1	Tristan Sheppard
Instructor	1	Marc Crain
Support	2	Christina Buck (Medical Leave) Mark Bryan
Chaplain	2	Marilyn Roth, Paul Boehlke
Total Volunteers	7	

November Volunteer Hours= 0

Response Ready Hours= 0

Training Totals

In total Since July 2020, we have completed the following training at MCFR:

- 1 12-week Apprenticeship FF I ,FF II Academy
- 9 Career Dual Role Academies
- 2 NFPA Driver
- 8 Career Single Role EMS Orientations
- 1 Career Single Role Wildland Academy
- 3 Volunteer Structure Academies with CGTA
- 3 Wildland Academy S-130, S-190 Field Day With CGTA

2 S-290 Intermediate Wildland Fire Behavior with CGTA 22 students
3 S-230/S-231 Crew/Engine Boss 49 Students
2 S-215 Wildland Urban Interface FF 43 students
1 S-219 Firing Operations 28 students
4 S-131 Wildland Firefighter type I
1 FI 210 Wildland investigation class
1 S-330 Strike Team Task Force Leader
120 Students for Nozzle Forward Class
40 students Irons Ready Forcible Entry
20 students Fire Ground Survival
80 students Art of Reading Smoke
1 Fire Officer I class 8 students.
1+1 Structure Firefighter II Academy 5 + 6 students
1 NFPA Fire & Emergency Services Instructor I- 8 Students
1 + 1 NFPA Ropes I & II – 32 Students total

We have certified the following:

1 Fire Officer I
4 NFPA Fire & Emergency Services Instructor I
3 NFPA Fire & Emergency Services Instructor II
4 DPSST Live Fire Instructor
4 DPSST Live Fire instructor in charge
11 NFPA Driver
13 Vol FF I Structure
6 Vol FF II Structure
8 Career FF 1
3 Career FF II Structure
74 Career/Vol Wildland FF type II
54 Career/Vol Wildland FF type I
2+ 1 Engine Boss
21 Career Apparatus Operator Eng., Water Tender, Wildland Type's III, VI
21 Aerial Operators

18 NFPA Ropes I & II

8 NFPA Common Passenger vehicle awareness level

8 NFPA Common Passenger Vehicle Operations Level

6 NFPA Common Passenger Vehicle Technician Level

Bold = Additions for the reporting month.

MCFR INFORMATION SHEET

DATE: December 18, 2023

TO: Fire District Board of Directors

FROM: Bob Palmer, Fire Chief

ISSUE: Budget Process

SYNOPSIS: Appointment of Budget Officer for the upcoming budget process for FY 2024-25.

BACKGROUND: Local budget law requires that the Board of Directors appoint a Budget Officer for the FY 2024-25 budget process. The responsibility of the Budget Officer, with the assistance of Staff, is to prepare a proposed budget for the upcoming fiscal year. The Budget Officer will present the proposed budget to the budget committee for approval. The approved budget will then be forwarded to the Fire District Board. The adopted budget will then be submitted to the County Assessor to complete the budget cycle. Through budget policy, the Fire District will then have the spending authority to operate for FY 2024-25.

BUDGET IMPLICATION: None

RECOMMENDATION/ACTION: Motion to appoint Chief Robert Palmer as Budget Officer for FY 2024-25.

MCFR INFORMATION SHEET

DATE: December 18, 2023

TO: Fire District Board of Directors

FROM: Bob Palmer, Fire Chief

ISSUE: Budget Process

SYNOPSIS: Budget Committee Terms

BACKGROUND: Below is a list of current budget committee members. Two of member's terms (Dr. John Willer, and Mike Hamilton) have expired. Three committee members terms (Dr. Wallace Wolf, Kiel Nairns and Tom Ashmore) remain current.

John Willer	2021-22, 2022-23, 2023-24
Dr. Wallace Wolf	2022-23, 2023-24, 2024-25
Michael Hamilton	2021-22, 2022-23, 2023-24
Kiel Nairns	2022-23, 2023-24, 2024-25
Tom Ashmore	2022-23, 2023-24, 2024-25

I have contacted each committee member with expired terms to ascertain if they are interested in remaining on the budget committee for another three-year term. Each have expressed the desire and interest to continue serving on the District's budget committee. The following options are available for the Board of Directors consideration:

1. The Board may appoint both Dr. John Willer and Mike Hamilton to sit on the budget committee for consecutive three-year terms.
2. The Board may consider other candidates for appointment to a three-year term that may have expressed an interest in sitting on the Budget Committee.
3. The Board may direct the Chief to submit a press release for requests to fill the vacant positions on the Budget Committee.

BUDGET IMPLICATION: A budget committee of five members is necessary to comply with Oregon State Budget Law.

RECOMMENDATION/ACTION:

Option 1: Appoint Dr. John Willer, Mike Hamilton to sit on the Fire District Budget Committee based upon their previous knowledge, experience, and desire to continue to volunteer for a consecutive three-year term. For purposes of continuity and consistency, this option is recommended.

Option 2: Consider another candidate for appointment that may have expressed an interest in serving on the Budget Committee.

Option 3: Submit a press release to solicit interested candidates for the purpose of interviewing and selecting members to serve on the budget committee.

Note: The budget calendar considered for adoption tonight reflects the recommended Option 1. This is based upon each individual's continued interest to serve on the budget committee and contingent upon the Board re-appointing each to serve in said position.

MCFR INFORMATION SHEET

DATE: December 18, 2024

TO: Fire District Board of Directors

FROM: Bob Palmer, Fire Chief

ISSUE: Budget Process

SYNOPSIS: Adoption of a budget calendar for FY 2024-25.

BACKGROUND: Local budget law requires that the Board of Directors adopt a Budget calendar for the FY 2024-25 budget process. The budget calendar for FY 2024-25 has been prepared for your review and adoption (Exhibit "A").

BUDGET IMPLICATION: None

RECOMMENDATION/ACTION: Motion to adopt the budget calendar for FY 2024-25 as proposed.

EXHIBIT “A”
Mid-Columbia Fire and Rescue
2024-25 Budget Calendar

December 18, 2023	Appoint Budget Officer
December 2023 – February 2024	Commence Preparation of Proposed Budget
April 27, 2024	Publish Notice of Budget Committee Meeting (Chronicle & MCFR Website)
May 21, 2024	Budget Committee Meets to Consider and Approve Proposed Budget
May 21 – May 31, 2024	Budget Committee Meets if Necessary
June 5, 2024	Publish Notice of Hearing and Summary
June 17, 2024	Hold Budget Hearing
June 17, 2024	Adopt Budget, Make Appropriations
July 15, 2024	Submit Budget to County Assessor

BUDGET COMMITTEE

TERM

John Willer	2024-25, 2025-26, 2026-27
Dr. Wallace Wolf	2022-23, 2023-24, 2024-25
Michael Hamilton	2024-25, 2025-26, 2026-27
Kiel Nairns	2022-23, 2023-24, 2024-25
Tom Ashmore	2022-23, 2023-24, 2024-25

BOARD OF DIRECTORS

TERM

Diana Bailey	2023-2027
Walter Denstedt	2023-2027
Dick Schaffeld	2023-2027
David Jacobs	2021-2025
Cory Case	2021-2025

MCFR INFORMATION SHEET

DATE: December 18, 2023

TO: Fire District Board of Directors

FROM: Bob Palmer, Fire Chief

ISSUE: ASA Contract Amendment

SYNOPSIS: Authorizing the Fire Chief to sign the sixth amendment to the Wasco County ASA contract between Wasco County and Mid-Columbia Fire and Recue to continue providing ambulance service to ASA 2.

BACKGROUND:

The fifth amendment to the contract for ASA 2 will expire on December 31, 2023.

Wasco County is currently in the process of adopting an updated Wasco County Ambulance Service Area Plan and Ordinance Regulating Ambulance Service in Wasco County which will not be completed before the expiration of the amendment as planned.

The Wasco County Board of Commissioners has found it is necessary to extend the term of the Contract through a sixth amendment, in order to allow adequate time for the adoption of the updated and amended Wasco County Ambulance Service Area Plan and the Ordinance Regulating Ambulance Service in Wasco County.

The details of the extension are outlined in the language encompassed within the amendment attached as Exhibit "A."

BUDGET IMPLICATION: The amendment will allow continuation of ambulance services provided by MCFR to ASA 2. The budgeted revenue for the ambulance service for FY 2023-24 is projected to be \$1,515,000.00.

RECOMMENDATION/ACTION: Motion to authorize the Fire Chief to execute the sixth amendment to the contract between Wasco County and Mid-Columbia Fire and Rescue to continue providing ambulance service to ASA 2.

EXHIBIT "A"

SIXTH AMENDMENT TO WASCO COUNTY AMBULANCE SERVICE AREA
CONTRACT BETWEEN WASCO COUNTY AND MID-COLUMBIA FIRE AND RESCUE
TO PROVIDE AMBULANCE SERVICE FOR THE
ASA-2 THE DALLES AREA

This Sixth Amendment to Contract is made and entered into this 20th day of December 2023, by and between the WASCO COUNTY and MID-COLUMBIA FIRE AND RESCUE.

WHEREAS, on January 14, 2009, Wasco County entered into a contract ("Contract") with Mid-Columbia Fire and Rescue to provide Advanced Life Support/Basic Life Support Ambulance Service (ALS/BLS) to the Wasco County Ambulance Service Area 2 as outlined and described in the Wasco County Ambulance Service Area Plan;

WHEREAS, on December 11, 2011, the parties to the Contract agreed to and executed a first amendment of the Contract;

WHEREAS, on July 19, 2017, the parties to the Contract entered into a second Amended Contract for the period of June 30, 2012, through December 31, 2017;

WHEREAS, on August 28, 2019, the parties to the Contract entered into a third Amended Contract for the period between January 7, 2018, through December 31, 2020;

WHEREAS, on April 20, 2022, the parties to the Contract entered into a fourth Amended Contract for the period between January 1, 2020, through December 31, 2022;

WHEREAS, on December 7, 2022, the parties to the Contract entered into a Fifth Amended Contract; and

WHEREAS, Wasco County is in the process of adopting an updated Wasco County Ambulance Service Area Plan and Ordinance Regulating Ambulance Service in Wasco County;

WHEREAS, the Wasco County Board of Commissioners finds, and the parties agree, that it is necessary to extend the term of the renewed Contract, in order to allow adequate time for the adoption of the updated and amended Wasco County Ambulance Service Area Plan and the Ordinance Regulating Ambulance Service in Wasco County.

NOW THEREFORE, the parties agree as follows:

1. The recitals stated above are true and correct and are incorporated into this Sixth Amendment.

2. The Contract, as amended, is further amended, and renewed until the earlier of:
 - a. January 1, 2025; or
 - b. A new Ambulance Service Area Plan has been approved by the County Commissioners and the Oregon Health Authority and an Ambulance Service Area Provider for the ASA-6 Area is appointed by the Commissioners for a five (5) year term; or
 - c. Either party elects to terminate the Contract upon providing sixty (60) days written notice to the other party.
3. Wasco County reserves the right to discontinue, suspend or cancel the Contract, as amended, at any time according to the conditions outlined in the Ordinance and ASA Plan for non-compliance or maintaining level of care.
4. This Sixth Amendment to Contract when signed by both the Wasco County Board of Commissioners and the duly authorized officer of Mid-Columbia Fire and Rescue shall be considered as a binding Contract under the conditions outlined above, and as provided in the Wasco County Ambulance Service Area Plan, as amended. All other terms of the Contract shall remain in effect.

IT IS SO AGREED by the parties as evidenced by the following execution of this contract:

Dated this 20th day of December 2023.

WASCO COUNTY
BOARD OF COMMISSIONERS

MID-COLUMBIA FIRE AND RESCUE

Steven D. Kramer, Commission Chair

By: _____

Scott C. Hege, Commission Vice-Chair

Title: _____

Philip L. Brady, County Commissioner

APPROVED AS TO FORM:

Kristen Campbell, County Counsel