



CROOKED RIVER RANCH FIRE & RESCUE

6971 SW Shad Road, Crooked River Ranch, OR 97760
Phone: (541) 923-6776 | Fax: (541) 923-5247
www.crrfire.org

Notice of Virtual Board Meeting and Supplemental Budget

The Crooked River Ranch Rural Fire Protection District Board of Directors, will hold a Board meeting on Thursday, May 21, 2020. The Board meeting will start at 6:30 pm. The Board meeting will be held electronically through Zoom via computer/telephone. This meeting also includes a notice to the public of a supplemental budget for the 2019/2020 fiscal year. The public may access this meeting via a special phone number and meeting number through the Crooked River Ranch Fire & Rescue website at www.crrfire.org. Should you have any questions in accessing this meeting, please contact the Fire District at 541-923-6776.

Board of Directors

Barbara Oakley, President (Position 4)
Brad Pahl, Vice President, (Position 1)
Mark Wilson, Secretary (Position 5)
Jeff Green, Treasurer (Position 3)
John Meredith, Director (Position 2)

District Staff

Fire Chief, Harry Ward
Assistant Fire Chief, Sean Hartley
Administrative Assistant, Dana Schulke

Board Meeting Agenda

1. Call to Order – Director Oakley
 - 1.1 Roll Call by Director Wilson
2. Review of Agenda
3. Approval of Board Meeting Minutes
 - 3.1 Approval of April 16, 2020 Board meeting minutes
4. Financial Reports
 - 4.1 Acknowledge receipt and approval of the financial reports for April 2020 – Director Green
 - 4.2 Appointment of Board members to sign checks for Tuesday, June 9th and Thursday, June 25th, 2020
5. Unfinished business (consideration, discussion, and possible action on the following items):
 - 5.1 Revision of Board Policy, 2.02 (A. #5) – Director Oakley
 - 5.2 Workshop/Policy Review – Director Oakley and Director Pahl
6. New Business (consideration, discussion, and possible action on the following items): -
 - 6.1 Discussion/Approval for Supplemental Budget Resolution 2020-05 for increasing the SAFER grants funds for 2019/2020 fiscal year – Assistant Fire Chief, Sean Hartley
 - 6.2 Status for summer fire season: Wildfire/Fire Abatement – Director Pahl/Chief Ward
 - 6.3 Status/process for recovery funds for COVID-19 from FEMA – Director Pahl/Chief Ward
 - 6.4 Office Hours/schedule (current and plan for future) – Director Oakley/Chief Ward
7. Fire Chief's Report - submitted by Fire Chief, Harry Ward in Board packet
8. Operations Report – submitted by Assistant Fire Chief, Sean Hartley in Board packet
9. Correspondence & Recognitions – Director Oakley
10. Adjournment – Director Oakley

Crooked River Ranch RFPD
6971 SW Shad Rd
Terrebonne, OR 97760-9250

**Board Meeting Minutes (First Virtual Style Meeting)
16 April 2020**

A Board meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, 16 April 2020 at 06:30 pm online using "ZOOM" meeting platform. This was due to the "COVID 19 Rules and Regulations" in place at the time.

Board Meeting Minutes

1. **Meeting Called to Order at:** 6:37pm by Director Oakley who also announced for the record that this was our very first ever virtual meeting. She announced it was accessible to the public electronically through ZOOM via computer or telephone using a special phone number which had been announced previously. She also stated that we would not be taking questions or comments from the public but encourage them to contact the office through phone or email with any. Adding we would attempt to get them answered and if we could not, we would put them on our May agenda and get them answered at that time.
 - 1.1. **Roll Call by:** Director Mark Wilson: Director's Oakley, Pahl, Green and Meredith were all present. Also at the start of the meeting present was: Fire Chief Ward, Assistant Chief Hartley and Administrative Assistant Schulke. Via the screen print Assistant Chief Hartley had taken from the ZOOM software also in attendance was Captain McDonald and Volunteers Marta McGovern-Philpott and Travis Delorto. Support Volunteer present was Tina Wilson. Public in attendance was Bill Burt, John Hayes and someone with a screen name of Warren.
 - 1.2. **Flag Salute Led by-** Was not held due to the situation.
2. **Review of Agenda:** Director Oakley asked if there were any additions or deletions. Director Wilson stated he had sent out a letter of items and questions to Chief Ward prior to the meeting day. Chief answered all the questions except the agenda item of it stating there was no unfinished business. After a short discussion it was decided to up on unfinished business at a later date. Director Oakley stated that when we take a vote on business during this meeting, that we do it by roll call so we have an actual name and vote for each item.
3. **Approval of Board Meeting Minutes:** Director Oakley asked if anyone had any corrections to the February minutes, since we did not have a March meeting due to the COVID 19 situation we had no minutes. Director Green made a motion to accept the February meeting minutes. Seconded by Director Meredith. Roll call ensued with Director Oakley voted Aye, Director Pahl voted Nay, Director Wilson, Director Green and Director Meredith all voted Aye.
4. **Financial Reports:**
 - 4.1. Director Green read the February financial report into the record. (See attached as appendix "A") Director Oakley asked if there were any questions. Director Wilson

stated he had sent a list of questions to Chief Ward and they had all been cleared up via email prior to the start of the meeting. Director Wilson then made a motion to accept the February financials as presented. Director Pahl seconded. Roll call was called and all Directors voted Aye.

- 4.2. Director Green then read the March financial report into the record. (See attached appendix "B") He stated all things balanced to the statement but he wanted to bring up a column that is mislabeled on our budget variance on the General fund paperwork. He asked Assistant Chief Hartley to look at the form titled General fund budget variance column number three on March and February. It is titled Year to Date Budget and that is not actually year to date but it is the annual budget amounts. He explained that the year to date would be just the prorated amount for the year to date. Assistant Chief Hartley stated he would look into it but stated we may not be able to change the column title but he will check and see if we can and report back at the next meeting. Director Oakley asked if there any questions on the March financial sheets. Director Wilson commented he had asked Chief Ward on these as well and all his questions had been answered via email. Director Pahl made a motion to accept the financials as presented and Director Meredith seconded the motion. Roll call vote and motion passed unanimously.
- 4.3. Board Members to sign checks in May on Monday the 11th and Friday the 22th. Director Meredith would do the 11th and Director Pahl would do the 25th. Director Green will be at both signings.

Comments from the Public on current meeting agenda: This was not done due to the format of the meeting.

5. Unfinished Business:

Director Oakley stated as decided earlier we would not cover any unfinished business at this time but will cover it at a later date.

6. New Business:

- 6.1. Review of Budget calendar and the committee. Director Oakley stated in the packet is our budget check list along with Budget Committee Members names which she read as Kay Norberg; Mike Knoke; Bill Sundin; Bill Burt and Robert Bengtson. The meeting with the Fire Board is scheduled May 7th. Director Oakley stated we would most likely be using the same format for that meeting as we are currently using now. She then brought up a memo from SDAO about relaxing some of the requirements for the meetings. The changes refer to allowing the public to not have to be in our facility but can access the information electronically and have sufficient time to give their input to the committee to be heard prior to the passing of the budget. Chief Ward said we have the proposed budget document links on the banner of the web site. He did state if they could not get it off the internet that they would have paper copies at the station where they could be picked up by the public in the vestibule area. Again stating we need to make sure everyone has access and that the meeting would again be on ZOOM so everyone could listen in. They will be sending out as much information as possible including using the newsletter (Telegraph). Director Wilson asked about the March 30th proposed budget timeline being on track. Chief Ward stated the only thing they had to

work on was personnel and he didn't think anything in union negotiations would impact the budget. Director Wilson expressed concern that we need to stay on the original timeline of budget date restrictions to be completed by July 1. Chief Ward stated he is planning to be completed on time. Director Green asked Chief Ward and mentioned that our call volume was down and thought we would have more. He has concern of impacts to our financials by income being down due to the virus of less calls as well as people not paying their taxes and would like to know if there was a plan to reflect this on the budget income being lower. Chief Ward stated we looked at our call volume and stated it really has not changed for us and he thought we were down but comparing it to last year it really is not down. Director Green again stated he would like to see cost cutting now since the potential on income being down regionally and that other people are making adjustments for less income. Chief Ward stated that at the Chiefs meeting, discussion they are looking at in this as a group and decided a software change for the region is being put off currently until they know what's going on. Director Green feels the effects of this is going to last for more than a year. Director Oakley asked about the less calls because we used to see the ambulance going all over and now it doesn't seem to be. Chief Ward said he felt people were not calling with the sniffles because they don't want to go to the hospital and get sick. Chief Ward stated even Bend is running a lot fewer calls per shift. Director Green mentioned about a Washington ambulance company that has had a 50% decrease in call volume.

- 6.2. Discussion of Review of Resolution 2020-04 for appropriation received revenue from the Sale of Assets to Materials and Services by Chief Ward. Chief Ward stated that this was the old SCBA compressor and he wanted to move this money into Materials and Services due to having lots of vehicle work done this last year. He wants to up those line items and make sure we have funds to cover them. He explained we had the furnace and floors worked on and lots of vehicles serviced. Director Wilson stated he has a concern about how this plan is on moving the money. He explained that when the department was doing the 5 Ton projects and the old deuces were being sold he was told the sale money could not go to Materials and Services directly it had to go to General Fund. Then if they wanted the money moved there had to be another process to move it. Chief Ward stated the money was already in the General Fund now. He stated we Ok'd in January to sell the compressor and when it was sold the money was placed in the General Fund. Director Wilson stated then that this is actually a transfer of funds from General Fund into Materials and Services and not a receipt of funds into the General Fund. Chief Ward stated yes that was what this is. Assistant Chief Hartley stated they had checked with the Auditor and they had approved this document to allow the Board to sign it to complete the process. Chief Ward then stated Director Wilson was correct in the fact we could not directly take in the money and allocate it to a specific fund it has to go to the General Fund. Director Oakley stated then that this is just transferring money into the Materials and Services line. There was discussion of how to sign this document. Administrative Assistant stated she had the original at her house so we could not sign until the next day. Director Oakley then read the resolution into the record. Director Meredith corrected one line of a number. Director Wilson clarified with Chief that the whole \$10,000 was being moved into the specific line item

of vehicle maintenance and Chief Ward state it would be Building and Vehicle Maintenance section. Director Meredith made the motion to pass 2020-04 and Director Pahl seconded. Roll call vote passed unanimously. It was decided the Board could start signing the document the next day through the weekend.

7. **Fire Chiefs Report:** (See last month's minutes for the report.) Director Oakley asked if there was any questions of his report. Director Wilson asked about the fence and he said in the financials showing we had only paid a third of the bill and in the report it says it is done. Chief Ward said they finished the fence and they made the payment and Administrative Assistant Schulke stated the check went out on the 15th. Director Wilson then stated about some communication Chief Ward and himself had about airbags and CPR mannequins. He had been asking if they had been purchased and that he was not expecting the district to purchase them but if the Volunteer Association had purchased them already. Chief Ward stated they had given the Volunteers price quotes and they were going to vote on them. Director Green then asked Chief to pass along a big Thank You to the Volunteers for their willingness to help in these purchases. Chief Ward stated he did thank them at their meeting. Director Oakley asked about the delay on the new ambulance. Chief Ward stated it was due to lack of drivers. It was supposed to be here hopefully by midweek. Director Wilson stated he wanted to bring up the necessity of having two Board Members in on the negotiation meetings rather than the Board being handed a document to sign at the completion of negotiations. There was a discussion including the concern of a conflict of interest by the Administrative staff to the Union staff. Director Oakley asked if there were any dates set up. Chief Ward said they are already sort of negotiations but that each group is bringing forward items they would like to discuss but due to the situation they are just trying to decide how and where to meet. It was decided that Directors Oakley and Pahl would be involved in the negotiations.
8. **Operations Report:** (See last month's meeting minutes) Director Oakley asked about no information on March numbers being in the report. Assistant Chief Hartley stated the March numbers did not come in until after the report had been written. He then read off the numbers which were "March we had 49 calls for service and in March of 2019 we also had 49 calls for service. This first quarter we had 154 calls. We are trending about what we had last year, maybe a little above." Chief Ward mentioned in February we ran 66 calls of which 42 were EMS. March of 49 calls, 34 were EMS related. Director Oakley mention the EMS and Ambulance are our big money makers. She then mentioned the Firemed subscriptions look up by 10. She questioned if it was getting popular. Administrative Assistant Schulke stated yes. Chief Ward then stated they have been tracking the COVID 19 everything they buy and will put it in a spread sheet to apply for reimbursement from the Federal Government. Director Oakley asked if we are able to get what we need. Chief Ward stated they put in every week what is being used and submit it to the County Health Department and those who need it the most get the most. Director Oakley then asked if anyone had any other questions of Chief Ward or Assistant Chief Hartley. There were none.
9. **Correspondence and Recognitions:** Director Oakley stated she had received a letter from the Secretary of State office about the audit. She stated this was the same letter we received last year but with a different name on it. She explained she had answered this

letter last year at the direction of then President Bengtson, so she asked Assistant Chief Hartley about it and to see if there was any specific item in the audit that caused it. She had intended on bringing this up at the March meeting but since we didn't have a March meeting she took it upon herself and just copied last year's letter and sent it in. She explained if it had not been for the virus thing she would have brought it the Board's attention. Director Oakley then summarized a letter from the Tumalo Community Church offering to pray for us. She then read a letter from the PERS department thanking the Department for turning in all the required records on time. There was also a "Best Practices brochure from SDOA / SDIS for getting the education and other requirements to receive a discount on insurance premiums in the next year. Director Oakley asked Administrative Assistant Schulke about what we have completed. Director Oakley read off the list of what has been completed and what has not been completed. Director Wilson stated the suggestion box at the station was empty. Maybe because it is behind a locked door? Chief Ward stated He believes Tina Wilson is behind it, but they have received a lot of masks including N95 masks from the public. Director Oakley said this is all over the internet and when this is all over we will have to do something to say thank you to everyone. Director Wilson then asked to back up a little bit about the letter from the State. What he wanted to bring out is the fact we have ways to communicate already so what he expected to see was at the least an email come out and cited the Board meeting that didn't happen in March but we need to communicate in an email so the whole Board is getting the information to stay informed. He brought up the fact the Agenda was not received again until Monday and that he had received a phone call from a Volunteer who asked him about what was going on because they had received the Agenda on Friday. Director Wilson is questioning why the Board does not get the email at the same time as the rest of the department personnel that pertains to the Board of Directors need. Director Oakley apologized for not sending out anything about the letter from the State. She then said she did see the Board was not included in the first email. She then asked if this was a mistake. There was no answer from any staff.

10. Comments / Questions: Director Oakley asked if there was any comments or questions. Hearing none she moved onto adjournment.

11. Adjournment: With no further business, Director Oakley adjourned the meeting at 07:40 pm. Director Wilson asked when our next meeting would be held. It was decided to have it on the third Thursday May 21st at 6:30 p.m. Director Wilson then asked about if we would do any Workshop meetings to address the Board Policies review. Director Oakley stated we would push those out for now. Hopefully this will not run on forever. Director Pahl stated our next meeting would be May 7th for the Budget Meeting. Director Oakley thanked everyone for attending our first virtual meeting. Director Wilson asked Assistant Chief Hartley if he could get a copy of the recording for the minutes.

Respectfully Submitted by,

Mark W. Wilson
Secretary, Director Position # 5
Crooked River Ranch Rural Fire Protection District Fire Board

"Appendix A"
to April Minutes

Balance Sheet

Crooked River Ranch Fire & Rescue

As of February 28, 2020

Cash Basis

	FEB 28, 2020
Assets	
Current Assets	
Cash and Cash Equivalents	
Bond Fund	29,016.43
Capital Reserve Fund	114,168.22
FIB - Checking	22,131.63
FIB - Payroll	2,401.29
General Fund	354,046.16
Local Option Levy Fund	343,313.31
PayPal	219.61
US Bank	12,262.49
Total Cash and Cash Equivalents	877,559.14
Total Current Assets	877,559.14
Total Assets	877,559.14
Liabilities and Equity	
Liabilities	
Current Liabilities	
FIB - Credit Cards	3,362.88
Payroll Liabilities	494.63
Total Current Liabilities	3,857.51
Total Liabilities	3,857.51
Equity	
Current Year Earnings	873,701.63
Total Equity	873,701.63
Total Liabilities and Equity	877,559.14
	\$ 734,374.49
	- \$ 3,857.51
	\$ 730,516.98



Budget Variance
Crooked River Ranch Fire & Rescue
General Fund
 For the month ended 29 February 2020
 Cash Basis

*"Appendix A"
to April minutes*

	February Actual	YTD Actual	YTD Budget	Var USD	Var %
Revenue					
Ambulance Billing	\$27,755.17	\$148,419.67	\$165,000.00	-\$16,580.33	-10.0487%
Beginning Fund Balance:General/LO Levy Fund	\$0.00	\$328,766.72	\$234,000.00	\$94,766.72	40.4986%
Contractual Income	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%
Deschutes County: General Fund	\$312.24	\$53,176.12	\$52,671.00	\$505.12	0.959%
Deschutes County: Local Option Levy	\$147.71	\$25,729.21	\$24,803.00	\$926.21	3.7343%
Emergency Address Signs	\$20.00	\$240.00	\$500.00	-\$260.00	-52.0%
FireMed	\$900.00	\$9,180.00	\$12,600.00	-\$3,420.00	-27.1429%
Interest	\$1,430.87	\$6,334.76	\$5,000.00	\$1,334.76	26.6952%
Jefferson County: General Fund	\$16,399.62	\$570,770.29	\$595,248.00	-\$24,477.71	-4.1122%
Jefferson County: Local Option Levy	\$7,823.34	\$274,864.63	\$277,338.00	-\$2,473.37	-0.8918%
Misc. Income	\$638.40	\$8,361.14	\$4,000.00	\$4,361.14	109.0285%
Training Income	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%
Grant Revenue					
AFG Grant Revenue	\$0.00	\$66,480.24	\$121,818.00	-\$55,337.76	-45.4266%
Grants Funds	\$0.00	\$5,000.00	\$55,922.00	-\$50,922.00	-91.059%
SAFER Grant Revenue	\$4,540.00	\$38,657.00	\$0.00	\$38,657.00	
VFA Grant Revenue	\$9,530.01	\$9,530.01	\$10,000.00	-\$469.99	-4.6999%
Total Grant Revenue	\$14,070.01	\$119,667.25	\$187,740.00	-\$68,072.75	-36.3%
Total Revenue	\$69,497.36	\$1,545,509.79	\$1,559,900.00	-\$14,390.21	-0.9225%
Gross Profit					
Gross Profit	\$69,497.36	\$1,545,509.79	\$1,559,900.00	-\$14,390.21	-0.9225%
Operating Expenses					
General Fund, Transfer Out	\$13,909.09	\$13,909.09	\$13,909.00	\$0.09	0.0006%
Capital Outlay & Grant Awards					
Capitol Outlay & Grant Awards:EMS Purchase	\$0.00	\$66,480.24	\$0.00	\$66,480.24	
Capitol Outlay & Grant Awards:Fire Purchases	\$0.00	\$9,530.01	\$137,909.00	-\$128,378.99	-93.0896%
Debt Services & Contingency:Contingency	\$0.00	\$0.00	\$5,000.00	-\$5,000.00	-100.0%
Total Capital Outlay & Grant Awards	\$0.00	\$76,010.25	\$142,909.00	-\$66,898.75	-46.8%
Materials & Services					
Materials & Services:Administration	\$1,566.05	\$12,058.63	\$15,520.00	-\$3,461.37	-22.3026%
Materials & Services:Building & Maint.	\$2,929.38	\$11,660.60	\$10,000.00	\$1,660.60	16.606%
Materials & Services:Department Services	\$112.39	\$1,426.84	\$4,000.00	-\$2,573.16	-64.329%
Materials & Services:Dispatch Services	\$208.65	\$1,840.16	\$63,390.00	-\$61,549.84	-97.0971%
Materials & Services:EMS Operations	\$825.95	\$12,036.59	\$29,584.00	-\$17,547.41	-59.3139%
Materials & Services:Fire Suppression	\$1,444.67	\$11,030.47	\$27,180.00	-\$16,149.53	-59.417%
Materials & Services:Fuel	\$748.60	\$7,760.50	\$12,000.00	-\$4,239.50	-35.3292%
Materials & Services:Insurance	\$0.00	\$29,616.00	\$27,500.00	\$2,116.00	7.6945%
Materials & Services:Prevention	\$0.00	\$780.73	\$1,000.00	-\$219.27	-21.927%
Materials & Services:Professional Services	\$825.09	\$14,709.85	\$22,190.00	-\$7,480.15	-33.7096%
Materials & Services:Radios/Communications	\$0.00	\$1,244.91	\$3,455.00	-\$2,210.09	-63.9679%
Materials & Services:Rope Rescue Operations	\$0.00	\$1,404.75	\$1,500.00	-\$95.25	-6.35%
Materials & Services:SAFER Grant Expenditures	\$0.00	\$4,894.00	\$9,422.00	-\$4,528.00	-48.0577%
Materials & Services:Training	\$480.00	\$6,667.14	\$8,558.00	-\$1,890.86	-22.0946%
Materials & Services:Travel	\$3,595.43	\$7,374.22	\$12,572.00	-\$5,197.78	-41.3441%
Materials & Services:Tuition Reimbursement	\$0.00	\$9,681.49	\$31,500.00	-\$21,818.51	-69.2651%
Materials & Services:Uniforms	\$0.00	\$4,055.36	\$5,713.00	-\$1,657.64	-29.0152%
Materials & Services:Utilities	\$2,856.06	\$14,447.28	\$22,250.00	-\$7,802.72	-35.0684%
Materials & Services:Vehicle/Equipment Maint.	\$1,583.98	\$22,877.11	\$25,000.00	-\$2,122.89	-8.4916%
Materials & Services:Volunteer Incentives	\$10,000.00	\$14,950.00	\$19,000.00	-\$4,050.00	-21.3158%
Materials & Services:Wellness Program	\$210.00	\$3,103.40	\$10,000.00	-\$6,896.60	-68.966%
Total Materials & Services	\$27,386.25	\$193,620.03	\$361,334.00	-\$167,713.97	-46.4%

Personnel Services					
Personnel Services:Admin Asst.: O/T	\$226.94	\$621.68	\$1,261.00	-\$639.32	-50.6994%
Personnel Services:Admin Asst: Reg Wage	\$2,807.27	\$23,847.83	\$35,973.00	-\$12,125.17	-33.7063%
Personnel Services:Assistant Fire Chief:Salary	\$4,635.00	\$37,012.50	\$57,224.00	-\$20,211.50	-35.32%
Personnel Services:Employee Benefits	\$14,750.42	\$102,592.57	\$174,477.00	-\$71,884.43	-41.1999%
Personnel Services:Fire Chief	\$6,695.00	\$53,379.17	\$82,194.00	-\$28,814.83	-35.0571%
Personnel Services:Part-Time Employees	\$135.00	\$18,327.25	\$23,520.00	-\$5,192.75	-22.078%
Personnel Services:Payroll Taxes	\$2,915.73	\$25,666.83	\$40,461.00	-\$14,794.17	-36.564%
Personnel Services:PERS	\$1,295.73	\$68,643.85	\$119,051.00	-\$50,407.15	-42.3408%
Personnel Services:Shift Personnel: Reg Wage	\$15,565.24	\$118,232.74	\$180,099.00	-\$61,866.26	-34.3513%
Personnel Services:Shift Personnel:Overtime	\$74.13	\$31,831.53	\$43,698.00	-\$11,866.47	-27.1556%
Personnel Services:Student Volunteer Stipends	\$810.00	\$4,860.00	\$7,290.00	-\$2,430.00	-33.3333%
Personnel Services:Volunteer Shift Stipends	\$4,200.00	\$30,700.00	\$36,500.00	-\$5,800.00	-15.8904%
Personnel Services:Workers Comp. & Grp Accd.	\$0.00	\$15,737.49	\$15,000.00	\$737.49	4.9166%
Total Personnel Services	\$54,110.46	\$531,453.44	\$816,748.00	-\$285,294.56	-34.9%
Total Operating Expenses	\$95,405.80	\$814,992.81	\$1,334,900.00	-\$519,907.19	-38.9473%
Net Income / (Loss) before Tax	-\$25,908.44	\$730,516.98	\$225,000.00	\$505,516.98	224.6742%
Net Income	-\$25,908.44	\$730,516.98	\$225,000.00	\$505,516.98	224.6742%
Total Comprehensive Income	-\$25,908.44	\$730,516.98	\$225,000.00	\$505,516.98	224.6742%

"APPENDIX B"
to April minutes

Balance Sheet

Crooked River Ranch Fire & Rescue

As of March 31, 2020

Cash Basis

		MAR 31, 2020
Assets		
Current Assets		
Cash and Cash Equivalents		
Bond Fund		30,086.24
Capital Reserve Fund		114,350.56
FIB - Checking		24,797.78
FIB - Payroll		2,509.18
General Fund		223,818.26
Local Option Levy Fund		345,826.47
PayPal		63.27
US Bank		11,400.49
Total Cash and Cash Equivalents		752,852.25
Total Current Assets		752,852.25
Total Assets		752,852.25
Liabilities and Equity		
Liabilities		
Current Liabilities		
FIB - Credit Cards		1,366.74
Payroll Liabilities		494.63
Total Current Liabilities		1,861.37
Total Liabilities		1,861.37
Equity		
Current Year Earnings		750,990.88
Total Equity		750,990.88
Total Liabilities and Equity		752,852.25
		\$ 608,415.45
		-\$ 1,861.37
		\$ 606,554.08



Budget Variance
Crooked River Ranch Fire & Rescue
General Fund
For the month ended 31 March 2020
Cash Basis

"Appendix B"
to April minutes

	March Actual	YTD Actual	YTD Budget	Var USD	Var %
Revenue					
Ambulance Billing	\$18,515.95	\$166,935.62	\$165,000.00	\$1,935.62	1.1731%
Beginning Fund Balance:General/LO Levy Fund	\$0.00	\$328,766.72	\$234,000.00	\$94,766.72	40.4986%
Contractual Income	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%
Deschutes County: General Fund	\$1,643.23	\$54,819.35	\$52,671.00	\$2,148.35	4.0788%
Deschutes County: Local Option Levy	\$791.67	\$26,520.88	\$24,803.00	\$1,717.88	6.9261%
Emergency Address Signs	\$40.00	\$280.00	\$500.00	-\$220.00	-44.0%
FireMed	\$1,305.00	\$10,485.00	\$12,600.00	-\$2,115.00	-16.7857%
Interest	\$1,279.86	\$7,614.62	\$5,000.00	\$2,614.62	52.2924%
Jefferson County: General Fund	\$2,451.46	\$573,221.75	\$595,248.00	-\$22,026.25	-3.7003%
Jefferson County: Local Option Levy	\$1,119.53	\$275,984.16	\$277,338.00	-\$1,353.84	-0.4882%
Misc. Income	\$2,070.50	\$10,431.64	\$4,000.00	\$6,431.64	160.791%
Sale of Assets/Apparatus	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	
Training Income	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%
Grant Revenue					
AFG Grant Revenue	\$51,000.00	\$117,480.24	\$121,818.00	-\$4,337.76	-3.5609%
Grants Funds	\$0.00	\$5,000.00	\$55,922.00	-\$50,922.00	-91.059%
SAFER Grant Revenue	\$0.00	\$38,657.00	\$0.00	\$38,657.00	
VFA Grant Revenue	\$0.00	\$9,530.01	\$10,000.00	-\$469.99	-4.6999%
Total Grant Revenue	\$51,000.00	\$170,667.25	\$187,740.00	-\$17,072.75	-9.1%
Total Revenue	\$90,217.20	\$1,635,726.99	\$1,559,900.00	\$75,826.99	4.861%
Gross Profit					
Gross Profit	\$90,217.20	\$1,635,726.99	\$1,559,900.00	\$75,826.99	4.861%
Operating Expenses					
General Fund, Transfer Out	\$0.00	\$13,909.09	\$13,909.00	\$0.09	0.0006%
Capital Outlay & Grant Awards					
Capitol Outlay & Grant Awards:Building Purchases	\$3,585.82	\$3,585.82	\$0.00	\$3,585.82	
Capitol Outlay & Grant Awards:EMS Purchase	\$0.00	\$66,480.24	\$0.00	\$66,480.24	
Capitol Outlay & Grant Awards:Fire Purchases	\$51,000.00	\$60,530.01	\$137,909.00	-\$77,378.99	-56.1087%
Capitol Outlay & Grant Awards:Training Purchases	\$12,850.00	\$12,850.00	\$0.00	\$12,850.00	
Debt Services & Contingency:Contingency	\$0.00	\$0.00	\$5,000.00	-\$5,000.00	-100.0%
Total Capital Outlay & Grant Awards	\$67,435.82	\$143,446.07	\$142,909.00	\$537.07	0.4%
Materials & Services					
Materials & Services:Administration	\$611.09	\$12,669.72	\$15,520.00	-\$2,850.28	-18.3652%
Materials & Services:Building & Maint.	\$2,600.53	\$14,261.13	\$10,000.00	\$4,261.13	42.6113%
Materials & Services:Department Services	\$506.41	\$1,933.25	\$4,000.00	-\$2,066.75	-51.6688%
Materials & Services:Dispatch Services	\$57,915.60	\$59,755.76	\$63,390.00	-\$3,634.24	-5.7331%
Materials & Services:EMS Operations	\$7,830.43	\$19,867.02	\$29,584.00	-\$9,716.98	-32.8454%
Materials & Services:Fire Suppression	\$881.01	\$11,911.48	\$27,180.00	-\$15,268.52	-56.1756%
Materials & Services:Fuel	\$1,027.02	\$8,787.31	\$12,000.00	-\$3,212.69	-26.7724%
Materials & Services:Insurance	\$0.00	\$29,616.00	\$27,500.00	\$2,116.00	7.6945%
Materials & Services:Prevention	\$0.00	\$780.73	\$1,000.00	-\$219.27	-21.927%
Materials & Services:Professional Services	\$432.59	\$15,142.44	\$22,190.00	-\$7,047.56	-31.7601%
Materials & Services:Radios/Communications	\$0.00	\$1,244.91	\$3,455.00	-\$2,210.09	-63.9679%
Materials & Services:Rope Rescue Operations	\$0.00	\$1,404.75	\$1,500.00	-\$95.25	-6.35%
Materials & Services:SAFER Grant Expenditures	\$0.00	\$4,894.00	\$9,422.00	-\$4,528.00	-48.0577%
Materials & Services:Training	\$0.00	\$6,667.14	\$8,558.00	-\$1,890.86	-22.0946%
Materials & Services:Travel	\$0.00	\$7,631.45	\$12,572.00	-\$4,940.55	-39.298%
Materials & Services:Tuition Reimbursement	\$0.00	\$9,681.49	\$31,500.00	-\$21,818.51	-69.2651%
Materials & Services:Uniforms	\$435.60	\$4,490.96	\$5,713.00	-\$1,222.04	-21.3905%
Materials & Services:Utilities	\$2,305.68	\$16,752.96	\$22,250.00	-\$5,497.04	-24.7058%
Materials & Services:Vehicle/Equipment Maint.	\$53.56	\$22,930.67	\$25,000.00	-\$2,069.33	-8.2773%
Materials & Services:Volunteer Incentives	-\$60.00	\$14,890.00	\$19,000.00	-\$4,110.00	-21.6316%
Materials & Services:Wellness Program	\$0.00	\$3,103.40	\$10,000.00	-\$6,896.60	-68.966%
Total Materials & Services	\$74,539.52	\$268,416.57	\$361,334.00	-\$92,917.43	-25.7%

Personnel Services					
Personnel Services:Admin Asst.: O/T	\$0.00	\$621.68	\$1,261.00	-\$639.32	-50.6994%
Personnel Services:Admin Asst.: Reg Wage	\$2,699.60	\$26,547.43	\$35,973.00	-\$9,425.57	-26.2018%
Personnel Services:Assistant Fire Chief:Salary	\$4,650.00	\$41,662.50	\$57,224.00	-\$15,561.50	-27.194%
Personnel Services:Employee Benefits	\$13,811.42	\$116,403.99	\$174,477.00	-\$58,073.01	-33.284%
Personnel Services:Fire Chief	\$6,715.00	\$60,094.17	\$82,194.00	-\$22,099.83	-26.8874%
Personnel Services:Part-Time Employees	\$312.00	\$18,639.25	\$23,520.00	-\$4,880.75	-20.7515%
Personnel Services:Payroll Taxes	\$2,944.70	\$28,611.53	\$40,461.00	-\$11,849.47	-29.2862%
Personnel Services:PERS	\$9,199.14	\$88,340.18	\$119,051.00	-\$30,710.82	-25.7964%
Personnel Services:Shift Personnel: Reg Wage	\$14,523.77	\$132,756.51	\$180,099.00	-\$47,342.49	-26.2869%
Personnel Services:Shift Personnel:Overtime	\$2,284.92	\$34,116.45	\$43,698.00	-\$9,581.55	-21.9267%
Personnel Services:Student Volunteer Stipends	\$810.00	\$5,670.00	\$7,290.00	-\$1,620.00	-22.2222%
Personnel Services:Volunteer Shift Stipends	\$3,500.00	\$34,200.00	\$36,500.00	-\$2,300.00	-6.3014%
Personnel Services:Workers Comp. & Grp Acc.	\$0.00	\$15,737.49	\$15,000.00	\$737.49	4.9166%
Total Personnel Services	\$61,450.55	\$603,401.18	\$816,748.00	-\$213,346.82	-26.1%
Total Operating Expenses	\$203,425.89	\$1,029,172.91	\$1,334,900.00	-\$305,727.09	-22.9026%
Net Income / (Loss) before Tax	-\$113,208.69	\$606,554.08	\$225,000.00	\$381,554.08	169.5796%
Net Income	-\$113,208.69	\$606,554.08	\$225,000.00	\$381,554.08	169.5796%
Total Comprehensive Income	-\$113,208.69	\$606,554.08	\$225,000.00	\$381,554.08	169.5796%

Balance Sheet

Crooked River Ranch Fire & Rescue

As of April 30, 2020

Cash Basis

APR 30, 2020

Assets

Current Assets

Cash and Cash Equivalents

Bond Fund	30,866.98
Capital Reserve Fund	114,561.03
FIB - Checking	11,040.15
FIB - Payroll	2,608.70
General Fund	169,311.43
Local Option Levy Fund	347,803.86
PayPal	61.54
US Bank	1,295.38
Total Cash and Cash Equivalents	677,549.07

Total Current Assets

677,549.07

Total Assets

677,549.07

Liabilities and Equity

Liabilities

Current Liabilities

FIB - Credit Cards	4,111.29
Payroll Liabilities	494.63
Total Current Liabilities	4,605.92

Total Liabilities

4,605.92

Equity

Current Year Earnings	672,943.15
Total Equity	672,943.15

Total Liabilities and Equity

677,549.07

\$ 532,121.06
-\$ 4,605.92

\$ 527,515.14



Budget Variance
Crooked River Ranch Fire & Rescue
General Fund
For the month ended 30 April 2020
Cash Basis

	April Actual	YTD Actual	Budget	Var USD	Var %
Revenue					
Ambulance Billing	\$18,566.69	\$174,507.48	\$165,000.00	\$9,507.48	5.7621%
Beginning Fund Balance:General/LO Levy Fund	\$0.00	\$328,766.72	\$234,000.00	\$94,766.72	40.4986%
Contractual Income	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%
Deschutes County: General Fund	\$2,344.36	\$56,474.43	\$52,671.00	\$3,803.43	7.2211%
Deschutes County: Local Option Levy	\$103.50	\$26,007.32	\$24,803.00	\$1,204.32	4.8555%
Emergency Address Signs	\$40.00	\$320.00	\$500.00	-\$180.00	-36.0%
FireMed	\$1,080.00	\$11,520.00	\$12,600.00	-\$1,080.00	-8.5714%
Interest	\$1,234.10	\$8,848.72	\$5,000.00	\$3,848.72	76.9744%
Jefferson County: General Fund	\$0.00	\$559,722.09	\$572,748.00	-\$13,025.91	-2.2743%
Jefferson County: Local Option Levy	\$1,031.78	\$272,076.37	\$277,338.00	-\$5,261.63	-1.8972%
Misc. Income	\$0.00	\$10,431.64	\$4,000.00	\$6,431.64	160.791%
Prior Year Taxes	\$757.17	\$20,502.74	\$22,500.00	-\$1,997.26	-8.8767%
Sale of Assets/Apparatus	\$0.00	\$10,000.00	\$0.00	\$10,000.00	
Training Income	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%
Grant Revenue					
AFG Grant Revenue	\$0.00	\$117,480.24	\$121,818.00	-\$4,337.76	-3.5609%
Grants Funds	\$0.00	\$5,000.00	\$55,922.00	-\$50,922.00	-91.059%
SAFER Grant Revenue	\$0.00	\$38,657.00	\$0.00	\$38,657.00	
VFA Grant Revenue	\$0.00	\$9,530.01	\$10,000.00	-\$469.99	-4.6999%
Total Grant Revenue	\$0.00	\$170,667.25	\$187,740.00	-\$17,072.75	-9.1%
<hr/>					
Total Revenue	\$25,157.60	\$1,649,844.76	\$1,559,900.00	\$89,944.76	5.7661%
<hr/>					
Gross Profit	\$25,157.60	\$1,649,844.76	\$1,559,900.00	\$89,944.76	5.7661%
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Operating Expenses					
General Fund, Transfer Out	\$0.00	\$13,909.09	\$13,909.00	\$0.09	0.0006%
Capital Outlay & Grant Awards					
Capital Outlay & Grant Awards:Building Purch.	\$9,947.99	\$13,533.81	\$0.00	\$13,533.81	
Capital Outlay & Grant Awards:EMS Purchase	\$0.00	\$66,480.24	\$0.00	\$66,480.24	
Capital Outlay & Grant Awards:Fire Purchases	\$0.00	\$60,530.01	\$137,909.00	-\$77,378.99	-56.1087%
Capital Outlay & Grant Awards:Training Purch.	\$0.00	\$12,850.00	\$0.00	\$12,850.00	
Debt Services & Contingency:Contingency	\$0.00	\$0.00	\$5,000.00	-\$5,000.00	-100.0%
Total Capital Outlay & Grant Awards	\$9,947.99	\$153,394.06	\$142,909.00	\$10,485.06	7.3%
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Materials & Services					
Materials & Services:Administration	\$880.64	\$13,550.36	\$15,520.00	-\$1,969.64	-12.691%
Materials & Services:Building & Maint.	\$858.15	\$15,119.28	\$15,000.00	\$119.28	0.7952%
Materials & Services:Department Services	\$0.00	\$1,933.25	\$4,000.00	-\$2,066.75	-51.6688%
Materials & Services:Dispatch Services	\$3,580.03	\$63,335.79	\$63,390.00	-\$54.21	-0.0855%
Materials & Services:EMS Operations	\$2,320.97	\$22,187.99	\$29,584.00	-\$7,396.01	-25.0%
Materials & Services:Fire Suppression	\$266.69	\$12,178.17	\$27,180.00	-\$15,001.83	-55.1944%
Materials & Services:Fuel	\$640.83	\$9,428.14	\$12,000.00	-\$2,571.86	-21.4322%
Materials & Services:Insurance	\$0.00	\$29,616.00	\$27,500.00	\$2,116.00	7.6945%
Materials & Services:Prevention	\$0.00	\$780.73	\$1,000.00	-\$219.27	-21.927%
Materials & Services:Professional Services	\$836.52	\$15,978.96	\$22,190.00	-\$6,211.04	-27.9903%
Materials & Services:Radios/Communications	\$246.00	\$1,490.91	\$3,455.00	-\$1,964.09	-56.8478%
Materials & Services:Rope Rescue Operations	\$0.00	\$1,404.75	\$1,500.00	-\$95.25	-6.35%
Materials & Services:SAFER Grant Expenditures	\$560.00	\$5,454.00	\$9,422.00	-\$3,968.00	-42.1142%
Materials & Services:Training	\$0.00	\$6,667.14	\$8,558.00	-\$1,890.86	-22.0946%
Materials & Services:Travel	\$0.00	\$7,631.45	\$12,572.00	-\$4,940.55	-39.298%
Materials & Services:Tuition Reimbursement	\$8,161.25	\$17,842.74	\$31,500.00	-\$13,657.26	-43.3564%
Materials & Services:Uniforms	\$122.00	\$4,612.96	\$5,713.00	-\$1,100.04	-19.255%
Materials & Services:Utilities	\$2,124.73	\$18,877.69	\$22,250.00	-\$3,372.31	-15.1564%
Materials & Services:Vehicle/Equipment Maint.	\$645.69	\$23,576.36	\$30,000.00	-\$6,423.64	-21.4121%
Materials & Services:Volunteer Incentives	\$1,980.00	\$16,870.00	\$19,000.00	-\$2,130.00	-11.2105%
Materials & Services:Wellness Program	\$0.00	\$3,103.40	\$10,000.00	-\$6,896.60	-68.966%
Total Materials & Services	\$23,223.50	\$291,640.07	\$371,334.00	-\$79,693.93	-21.5%

Personnel Services					
Personnel Services:Admin Asst.: O/T	\$0.00	\$621.68	\$1,261.00	-\$639.32	-50.6994%
Personnel Services:Admin Asst.: Reg Wage	\$3,193.90	\$29,741.33	\$35,973.00	-\$6,231.67	-17.3232%
Personnel Services:Assistant Fire Chief:Salary	\$4,635.00	\$46,297.50	\$57,224.00	-\$10,926.50	-19.0943%
Personnel Services:Employee Benefits	\$12,100.42	\$128,504.41	\$174,477.00	-\$45,972.59	-26.3488%
Personnel Services:Fire Chief	\$6,695.00	\$66,789.17	\$82,194.00	-\$15,404.83	-18.742%
Personnel Services:Part-Time Employees	\$0.00	\$18,639.25	\$23,520.00	-\$4,880.75	-20.7515%
Personnel Services:Payroll Taxes	\$2,972.04	\$31,583.57	\$40,461.00	-\$8,877.43	-21.9407%
Personnel Services:PERS	\$9,136.44	\$97,476.62	\$119,051.00	-\$21,574.38	-18.122%
Personnel Services:Shift Personnel: Reg Wage	\$15,007.39	\$147,763.90	\$180,099.00	-\$32,335.10	-17.9541%
Personnel Services:Shift Personnel:Overtime	\$1,735.03	\$35,851.48	\$43,698.00	-\$7,846.52	-17.9562%
Personnel Services:Student Volunteer Stipends	\$810.00	\$6,480.00	\$7,290.00	-\$810.00	-11.1111%
Personnel Services:Volunteer Shift Stipends	\$3,700.00	\$37,900.00	\$36,500.00	\$1,400.00	3.8356%
Personnel Services:Workers Comp. & Grp Accd.	\$0.00	\$15,737.49	\$15,000.00	\$737.49	4.9166%
Total Personnel Services	\$59,985.22	\$663,386.40	\$816,748.00	-\$153,361.60	-18.8%
Total Operating Expenses	\$93,156.71	\$1,122,329.62	\$1,344,900.00	-\$222,570.38	-16.5492%
Net Income / (Loss) before Tax	-\$67,999.11	\$527,515.14	\$215,000.00	\$312,515.14	145.3559%
Net Income	-\$67,999.11	\$527,515.14	\$215,000.00	\$312,515.14	145.3559%
Total Comprehensive Income	-\$67,999.11	\$527,515.14	\$215,000.00	\$312,515.14	145.3559%

Payable Invoice Detail

Crooked River Ranch Fire & Rescue
For the period April 1, 2020 to April 30, 2020

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Adam Wiley					
Apr 8, 2020	Cell Reimburse - Adam Wiley	Cell Phone Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Adam Wiley			90.00		
Aflac					
Apr 16, 2020	EFT	Premium total from: Tom, Alysha, David, Sean, Harry & Dana	599.88	Paid	Payroll Liabilities
Total Aflac			599.88		
Amazon					
Apr 8, 2020	XXXX 4382	Snack size Ziploc bags for kitchen	9.69	Paid	Materials & Services:Building & Maintenance:Supplies
Apr 9, 2020	XXXX 4382	Forhead to Ear Thermometers for COVID-19 checks	179.98	Paid	Materials & Services:EMS Operations:Supplies
Apr 9, 2020	XXXX 4382	18lb pail of Laundry Detergent Soap	34.93	Paid	Materials & Services:Building & Maintenance:Supplies
Apr 9, 2020	XXXX 4382	Case of Toilet Paper for Station	45.13	Paid	Materials & Services:Building & Maintenance:Supplies
Apr 9, 2020	XXXX 4382	Cases of Brown Kraft Paper towel rolls for Station	63.96	Paid	Materials & Services:Building & Maintenance:Supplies
Apr 9, 2020	XXXX 4382	Cascade Complete Dishwasher Soap	32.48	Paid	Materials & Services:Building & Maintenance:Supplies
Apr 15, 2020	XXXX 4382	Glass cleaner for Station	19.10	Paid	Materials & Services:Building & Maintenance:Supplies
Apr 23, 2020	XXXX 4382	Watch Your Step Signage for sidewalk around building	95.04	Paid	Materials & Services:Building & Maintenance:Supplies
Apr 30, 2020		Mo. fee for Prime Membership	12.99	Approved	Materials & Services:Administration:M emberships
Total Amazon			493.30		
Amy Weddle					
Apr 8, 2020	Cell Reimburse -Amy Weddle	Cell Phone Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Amy Weddle			90.00		
BendTel					
Apr 20, 2020	0396260	Telephone charges, outbound long distance charges, recurring service	491.12	Paid	Materials & Services:Utilities:Telecom munications

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
		charges, taxes, surcharges and fees			
Total BendTel			491.12		
Bluehost					
Apr 15, 2020	XXXX 4382	Web Domain Registration for 1 yr.	(17.99)	Paid	Materials & Services:Professional Services:Computer Services
Apr 15, 2020	XXXX 4382	Domain Privacy & Protection plan	(14.88)	Paid	Materials & Services:Professional Services:Computer Services
Total Bluehost			(32.87)		
Boise Mobile Equipment					
Apr 9, 2020	XXXX 4389	Throttle Cable, 6' to fix pump on 543	56.59	Paid	Materials & Services:Vehicle/Equipment Maintenance:515753
Total Boise Mobile Equipment			56.59		
BoundTree Medical, LLC					
Apr 1, 2020	83553733	Curaplex Select Neutralizer Small-volume Neutralizer, adult with Mask non-swivel	41.50	Paid	Materials & Services:EMS Operations:Supplies
Apr 1, 2020	83553732	neutralizer port with medication chamber	84.50	Paid	Materials & Services:EMS Operations:Supplies
Apr 1, 2020	83557005	Lidocaine 2% 100 Mg Ml 10 Ea/Pk	67.90	Paid	Materials & Services:EMS Operations:Supplies
Apr 1, 2020	83557006	Activated Charcoal Actidose 50gm/240ml 12/cs	50.50	Paid	Materials & Services:EMS Operations:Supplies
Apr 1, 2020	83557006	Body Bag Heavy Duty 90"x 36"	83.58	Paid	Materials & Services:EMS Operations:Supplies
Apr 6, 2020	83564724	Sidekick 9" x 12 wipes	43.96	Paid	Materials & Services:EMS Operations:Supplies
Apr 16, 2020	83584557	Blood Glucose Meter, Assure Prism Multipatient Use	75.87	Paid	Materials & Services:EMS Operations:Supplies
Apr 16, 2020	83582740	Baby Aspirin, Syringes, Safety needles, Ondansetron, Adult Mask, Curaplex Oxygen Nasal Cannula Adult and other supplies for both ambulances	563.94	Paid	Materials & Services:EMS Operations:Supplies
Total BoundTree Medical, LLC			1,011.75		
Brodie Blok					
Apr 8, 2020	Cell Reimburse - Brodie B.	Cell Phone Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Brodie Blok			90.00		
Building Supply Outlet					
Apr 16, 2020	XXXX 4382	20' trecking for training area	2,667.70	Paid	Capital Outlay & Grant Awards:Building Purchases
Total Building Supply Outlet			2,667.70		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Carson Oil Company, Inc.					
Apr 1, 2020	CP-00246968	Fuel for all apparatus	274.94	Paid	Materials & Services:Fuel
Apr 20, 2020	CP-00249933	Fuel for all apparatus	365.89	Paid	Materials & Services:Fuel
Total Carson Oil Company, Inc.			640.83		
Central Oregon Weed Control					
Apr 16, 2020	0919	Weed spraying of ground clear treatment around property	232.57	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Central Oregon Weed Control			232.57		
Chase Wylder					
Apr 1, 2020	Tuition Reimbursement	Tuition Reimbursement for Winter Term 2020	1,750.00	Paid	Materials & Services:Tuition Reimbursement
Apr 8, 2020	Cell Reimburse - Chase W.	Cell Phone Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Chase Wylder			1,840.00		
Cody White					
Apr 8, 2020	Cell Reimburse - Cody W.	Cell Phone Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Cody White			90.00		
CoEnergy -Central Oregon					
Apr 20, 2020	3142	Propane for building	45.00	Paid	Materials & Services:Utilities:Propane
Total CoEnergy -Central Oregon			45.00		
Colton Steinke					
Apr 8, 2020	Cell Reimburse -Colton S.	Cell phone reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Colton Steinke			90.00		
Communications Northwest					
Apr 16, 2020	69470	Dual Remote Head Kit, 60ft for new ambulance	246.00	Paid	Materials & Services:Radios/Communications
Total Communications Northwest			246.00		
Crooked River Needle Works LLC					
Apr 6, 2020	0420/001	Embroidery on customer supplied job shirts	42.00	Paid	Materials & Services:Uniforms
Apr 6, 2020		Embroidery on customer supplied shirts, Logo Only	80.00	Paid	Materials & Services:Uniforms
Total Crooked River Needle Works LLC			122.00		
Crooked River Ranch Water Company					
Apr 1, 2020	94	Base Rate	34.59	Paid	Materials & Services:Utilities:Water
Apr 1, 2020	94	Water	18.53	Paid	Materials & Services:Utilities:Water
Total Crooked River Ranch Water Company			53.12		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Crooked River Sanitary					
Apr 1, 2020	00014	Sanitation services for March	72.02	Paid	Materials & Services:Utilities:Sanitation
Total Crooked River Sanitary			72.02		
Dan Marsh					
Apr 8, 2020	Cell Reimburse - Dan Marsh	Cell Phone Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Dan Marsh			90.00		
Dennis Senko					
Apr 8, 2020	Cell Reimburse - Dennis S.	Cell phone reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Dennis Senko			90.00		
Deschutes County 911 Service District					
Apr 23, 2020		RMS Police Fire User Services	208.03	Paid	Materials & Services:Dispatch Services
Apr 27, 2020	1581	911- Data Network Reimbursement for Mobile Units and iPad maintenance, Intterra/Imagetrend Maintenance	3,372.00	Paid	Materials & Services:Dispatch Services
Total Deschutes County 911 Service District			3,580.03		
Digital Employment/Streamline					
Apr 23, 2020	104702	Monthly Fee for Website	100.00	Paid	Materials & Services:Professional Services:Computer Services
Total Digital Employment/Streamline			100.00		
Emma Parker					
Apr 1, 2020	Tuition Reimbursement	Tuition Reimbursement for Winter Term	1,750.00	Deleted	Materials & Services:Tuition Reimbursement
Apr 9, 2020	Cell Reimburse - Emma P.	Cell Phone Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Emma Parker			1,840.00		
Ethan Brown					
Apr 1, 2020	Tuition Reimbursement	Tuition Reimbursement for Winter Term 2020	1,750.00	Paid	Materials & Services:Tuition Reimbursement
Apr 8, 2020	Cell Reimburse - Ethan Brown	Cell phone reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Ethan Brown			1,840.00		
Frank Day					
Apr 8, 2020	Cell Reimburse - Frank Day	Cell Phone Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Frank Day			90.00		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Garrett Schweigert					
Apr 1, 2020	Tuition Reimbursement	Tuition Reimbursement for Winter Term 2020	1,750.00	Paid	Materials & Services:Tuition Reimbursement
Apr 8, 2020	Cell Reimburse - Garrett S..	Cell phone reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Garrett Schweigert			1,840.00		
Gary White					
Apr 8, 2020	Cell Reimburse - Gary White	Cell Phone Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Gary White			90.00		
Home Depot					
Apr 30, 2020	XXXX 4382	Flush Steel Pre-hung Commercial Door for Training Connex behind station	699.00	Paid	Capital Outlay & Grant Awards:Training Purchases
Total Home Depot			699.00		
Hooker Creek					
Apr 13, 2020	XXXX 4382	Rental Fee for Thatcher for grass around building	53.75	Paid	Materials & Services:Building & Maintenance:Equipment
Total Hooker Creek			53.75		
HRA VEBA Trust					
Apr 16, 2020	EFT	Contributions for: Tom, Alysha, David, Sean, Harry & David	1,500.00	Paid	Personnel Services:Employee Benefits:HRA VEBA
Total HRA VEBA Trust			1,500.00		
IAFF 3650 - Redmond Firefighters Union					
Apr 10, 2020	Union Dues - ACH	Union Dues for: Tom, Alysha & David	102.00	Paid	Payroll Liabilities
Apr 10, 2020	PAC Donations - ACH	PAC Donations to Union, from: Tom, Alysha, David	12.00	Paid	Payroll Liabilities
Apr 24, 2020	Union Dues - ACH	Union Dues for: Tom, David, Alysha	102.00	Paid	Payroll Liabilities
Apr 24, 2020	PAC Donations - ACH	PAC donations to Union, from: Tom, Alysha, David	12.00	Paid	Payroll Liabilities
Total IAFF 3650 - Redmond Firefighters Union			228.00		
Jeff Scheetz					
Apr 8, 2020	Cell Reimburse - Jeff Scheetz	Cell phone reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Jeff Scheetz			90.00		
Kacey Davey					
Apr 8, 2020	Cell Reimburse - Kacey Davey	Cell Phone Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Kacey Davey			90.00		
Life-Assist					
Apr 16, 2020	992346	Adenosine, 12 mg 4 ml VIAL	118.50	Paid	Materials & Services:EMS Operations:Supplies

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Apr 20, 2020	994314	Etomidate, 40mg, 20 ml vial	51.00	Paid	Materials & Services:EMS Operations:Supplies
Total Life-Assist			169.50		
Marta McGovern-Philpott					
Apr 8, 2020	Cell Reimburse - Marta McG.	Cell phone reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Marta McGovern-Philpott			90.00		
Michael McClellan					
Apr 1, 2020	Tuition Reimbursement	Tuition Reimbursement for Winter term 2020	1,342.50	Paid	Materials & Services:Tuition Reimbursement
Apr 8, 2020	Cell Reimburse - Michael Mc.	Cell Phone Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Michael McClellan			1,432.50		
Microsoft					
Apr 3, 2020	XXXX 4382	Annual subscription to Microsoft Office 365 Home for station	99.99	Paid	Materials & Services:Professional Services:Computer Services
Total Microsoft			99.99		
Mid State Fertilizer Co.					
Apr 19, 2020	XXXX	Bags of Fertilizer for grass around property	81.00	Deleted	Materials & Services:Building & Maintenance:Supplies
Total Mid State Fertilizer Co.			81.00		
Myrsideys Steward					
Apr 8, 2020	Cell Reimburse - Myrsi Steward	Cell Phone Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Myrsideys Steward			90.00		
Nationwide Retirement Solutions					
Apr 10, 2020	Deferred Comp - EFT	Deferred compensation contributions	80.00	Paid	Payroll Liabilities
Apr 24, 2020	Differed Comp - EFT	Contributions from: Tom, David and Sean	80.00	Paid	Payroll Liabilities
Total Nationwide Retirement Solutions			160.00		
Nolan Wironen					
Apr 1, 2020	Tuition Reimbursement	Tuition Reimbursement for Winter Term	1,568.75	Paid	Materials & Services:Tuition Reimbursement
Apr 8, 2020	Cell Reimburse - Nolan W.	Cell Phone Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Nolan Wironen			1,658.75		
Norco					
Apr 16, 2020	29049201	D- Medical Oxygen Refill of tanks	88.10	Paid	Materials & Services:EMS Operations:Supplies
Apr 16, 2020	29049201	Handling Charge	25.00	Paid	Materials & Services:EMS Operations:Supplies
Total Norco			113.10		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Oregon PERS					
Apr 10, 2020	PERS - EFT	Employer Contributions	3,939.11	Paid	Personnel Services:PERS
Apr 10, 2020	PERS - EFT	Employee Contributions, paid by Employer	1,070.41	Paid	Personnel Services:PERS
Apr 24, 2020	PERS - EFT	Employer Contribution	3,339.85	Approved	Personnel Services:PERS
Apr 24, 2020	PERS - EFT	Employee Contributions, paid by Employer	907.57	Approved	Personnel Services:PERS
Total Oregon PERS			9,256.94		
Pacific Power					
Apr 6, 2020	24712171-001 3	Basic Charges, Load size, Demand Charges, Federal Adjustments and Kilowatt usage	1,463.47	Paid	Materials & Services:Utilities:Electric
Total Pacific Power			1,463.47		
Pape' Kenworth					
Apr 9, 2020	10015284	Coolant for 531/516608	22.87	Paid	Materials & Services:Vehicle/Equipment Maintenance:516608
Total Pape' Kenworth			22.87		
Redmond Fencing					
Apr 9, 2020	2149-1	Balance Due & Completion of 590' Black Chain Fencing and Gate along Quail Rd.	7,280.29	Paid	Capital Outlay & Grant Awards:Building Purchases
Total Redmond Fencing			7,280.29		
Robert Edwards					
Apr 8, 2020	Cell Reimburse - Robert Edwards	Cell Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Robert Edwards			90.00		
Sam Jurasevich					
Apr 8, 2020	Cell Reimburse - Sam J.	Cell phone reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Sam Jurasevich			90.00		
SeaWestern Fire Fighting Equipment					
Apr 1, 2020	INV5582	MSA-Adapter, QC Coupling to 1/4" NPT Male	119.80	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Apr 23, 2020	INV5582	Shipping Cost only for purchase of MS Adapter	14.20	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Total SeaWestern Fire Fighting Equipment			134.00		
Solutions Yes					
Apr 22, 2020	INV234800	B/W Copies	4.61	Paid	Materials & Services:Administration:Copier Expenses
Apr 22, 2020	INV234800	Color Copies	36.80	Paid	Materials & Services:Administration:Copier Expenses
Total Solutions Yes			41.41		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Special Districts Insurance Services					
Apr 6, 2020	03-0052514	Health Premium for May for Staff	9,451.53	Paid	Personnel Services:Employee Benefits:Health Insurance
Apr 6, 2020	03-0052514	Dental Premium for May for Staff	876.41	Paid	Personnel Services:Employee Benefits:Dental Insurance
Apr 6, 2020	03-0052514	Long-term Premium for May for Staff	132.48	Paid	Personnel Services:Employee Benefits:Long Term Disability Insurance
Total Special Districts Insurance Services			10,460.42		
Speer Hoyt, LLC					
Apr 9, 2020		Services Rendered - email to Dana regarding HB2005 and correspond with Attorney Monson	282.00	Paid	Materials & Services:Professional Services:Legal
Total Speer Hoyt, LLC			282.00		
Stamps.com					
Apr 19, 2020	XXXX 4382	Mo. membership fee to Stamps.com	17.99	Paid	Materials & Services:Administration:Postage & Shipping
Apr 22, 2020	XXXX 4382	Purchase of Stamps	50.00	Paid	Materials & Services:Administration:Postage & Shipping
Total Stamps.com			67.99		
Systems Design West					
Apr 16, 2020	20200727	EMS billing for March	575.00	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Apr 16, 2020	20200727	Postage	7.70	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Total Systems Design West			582.70		
Terminix					
Apr 6, 2020	145801	Quarterly spraying for spiders/rodents in and around building	98.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Terminix			98.00		
Terrebonne Hardware					
Apr 16, 2020		Batteries for EMS equipment	38.94	Paid	Materials & Services:EMS Operations:Supplies
Total Terrebonne Hardware			38.94		
Tom Fast					
Apr 20, 2020	Reimbursement	Reimbursement for fertilizer purchased for stations lawn	54.00	Paid	Materials & Services:Building & Maintenance:Supplies
Total Tom Fast			54.00		
Travis Delorto					
Apr 8, 2020	Cell Reimburse - Travis Delorto	Cell Phone Reimbursement for Jan/Feb/March	90.00	Paid	Materials & Services:Volunteer Incentives
Total Travis Delorto			90.00		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Tufftoe					
Apr 29, 2020	XXXX 4382	Tuff Toe Bulk Cartridges and applicator	132.69	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Total Tufftoe			132.69		
US Bank Equipment Finance					
Apr 16, 2020	411439383 - EFT	Contract Payment	139.99	Paid	Materials & Services:Administration:Copier Expenses
Apr 16, 2020	411439383 - EFT	Property Damage Surcharge	24.40	Paid	Materials & Services:Administration:Copier Expenses
Total US Bank Equipment Finance			164.39		
Vern Samples Landscaping					
Apr 9, 2020	43596	Turned on Irrigation, replaced 3 nozzles	119.50	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Vern Samples Landscaping			119.50		
Wright Ford, Inc.					
Apr 16, 2020		543- Oil change and inspection, checked and advised on HVAC system (replaced temp blend door motor), did multi-point inspection and replaced serpentine belt, battery in good condition and brake lines are ok at this time	566.23	Paid	Materials & Services:Vehicle/Equipment Maintenance:515753
Total Wright Ford, Inc.			566.23		
Xero					
Apr 20, 2020	XXXX 4382	Monthly subscription fee for accounting platform	22.50	Paid	Materials & Services:Professional Services:Accounting/Payroll Services
Total Xero			22.50		
Your Care, LLC					
Apr 20, 2020	4091	Firefighter Physical for Zachary Cota	300.00	Paid	Materials & Services:SAFER Grant Expenditures
Apr 20, 2020	4091	Respiratory Questionnaire	50.00	Paid	Materials & Services:SAFER Grant Expenditures
Apr 20, 2020	4091	Firefighter limited lab panel w/o PSA	210.00	Paid	Materials & Services:SAFER Grant Expenditures
Total Your Care, LLC			560.00		
Zoll Medical Corporation					
Apr 23, 2020	PO-0190/ 3057206	Zoll Defib Pads	225.00	Paid	Materials & Services:EMS Operations:Supplies
Total Zoll Medical Corporation			225.00		
Zoom Video Chat					
Apr 7, 2020	XXXX 4382	One Year subscription for Zoom Video/Standard Pro Package	149.90	Paid	Materials & Services:Professional

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
					Services:Computer Services
		Total Zoom Video Chat	149.90		
		Total	57,097.87		

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BEFORE THE BOARD OF DIRECTORS
OF
CROOKED RIVER RANCH
RURAL FIRE PROTECTION DISTRICT

JEFFERSON AND DESCHUTES COUNTIES, OREGON

In the matter of: Amending and
Extending Term Limitations for Board
positions of Crooked River Ranch
Rural Fire Protection District

RESOLUTION:

2019-03

WHEREAS, the Crooked River Ranch Rural Fire Protection District has reviewed the current Board policy on term limitations (under Policy 2.01, A. #5).

WHEREAS, the Board of Directors hereby resolves to amend the current term limitation policy to extend term lengths and establish limits for each Board position for President, Vice President, Secretary and Treasurer. The Board of Directors of Crooked River Ranch Rural Fire Protection District has agreed to implement a revised policy to extend the current two year term limitation on any Board position on a case-by-case basis, and will review circumstances that may arise and require a Board Director to fulfill a position longer than a two year limit. It has been agreed upon that any further extensions of terms limits will be voted upon by the Board of Directors.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of Crooked River Ranch Rural Fire Protection District of Oregon hereby agree and approve extending any term position on a case-by-case basis and will review each position annually prior to the start of the new fiscal year and will require a motion and a vote by all Board Directors.

INTRODUCED and ADOPTED Thursday, July 18, 2019

ATTEST:

CROOKED RIVER RANCH
RURAL FIRE PROTECTION DISTRICT

By: Barbara Oakley
Board Director, Barbara Oakley

By: John Meredith
Board Director, John Meredith

By: Bradley Pahl
Board Director, Bradley Pahl

By: Jeff Green
Board Director, Jeff Green

By: Mark W. Wilson
Board Director, Mark W. Wilson

(2 of 10)

CROOKED RIVER RANCH FIRE & RESCUE
BOARD POLICY – MEMBERSHIP OF THE BOARD OF DIRECTORS
(2.01 - 2.05)

ADOPTED:
REVISED: 4/27/2020
SUPERSEDES: 1/13/2017

A. BOARD OFFICER ELECTION , POSITIONS AND TERMS (2.01)

1. The Board of Directors of the District shall consist of five (5) members serving four (4) year staggered terms.
2. The District's Principle Act (ORS Chapter 478) provides for each Board member to be identified by a position number. Position numbers shall be transferred to the successors of each Board member.
3. All Board members shall serve at large.
4. Board officers are elected at the June Board Meeting for a one year term to commence July 1 and terminate June 30.
5. Board Officers will serve not more than two consecutive years in any one position. However, under the direction of Resolution 2019-03, the Board of Directors has agreed to revise this policy to extend the current two year term limitation on any Board position on a case-by-case basis, and will review circumstances that may arise and require a Board Director to fulfill a position longer than a two year term limit. Any further extensions of terms limits will be voted upon by all Board of Directors.

B. ELECTION OF BOARD MEMBERS

1. The election of Board members shall be conducted as provided by ORS Chapter 478 and Chapter 255.

C. QUALIFICATIONS

1. A person who is an elector or property owner in the District is eligible to serve as a Board member. If questions exist regarding the eligibility of any candidate, the Board shall obtain an opinion from legal counsel prior to swearing in such person.
2. After three (3) consecutive, unexcused absences, the board may vote to request that board member resign from the board.
3. Any Volunteer, paid Firefighter, and other paid District Personnel shall be excluded from serving on the Board of Directors. Refer to Ordinance No. 5, dated June 16th, 2005 for further detail.

Fire Chiefs Report 5-2020

- We continue to make sure all our members are wearing PPE when there is someone sick or the dispatch notes deem it is necessary to do so. This will be an ongoing practice for the foreseeable future. Our back-order PPE has shipped so we should be getting that soon. Under Governor Brown's stay-at-home order, we will continue to keep our office closed to walk in traffic until further notice. We will open to foot traffic once the Governor has determined that the state is in phase 3 of the Opening Up America Again guideline.
- The ambulance has been lettered and is in the process of receiving its licensing through the Oregon Health Authority. There are a couple things that the company will be back to take care of but nothing that will hold us up from putting it in service. When it is appropriate to do so I still want to have a housing ceremony to welcome the new apparatus into our fleet, as well as show the community what we have been doing with their tax dollars, along with showing off our new equipment that we have received through our grant funding.
- The training building is coming along nicely and all the steel railings and stairs should be installed soon. Mill Co Manufacturing out of Terrebonne is doing all the work. Out of the three quotes we received, theirs was the one that was the most complete and offered engineered drawings. Captain Fast and I have been doing the prep work getting the containers ready for the stairs. We will be putting up pictures on our website to show the progress from start to finish. Once the steel is installed, then decking will be installed on top of the top container and the top middle container to make a nice solid surface for working on. Once all of this is complete the next phase will be to add concrete pads on both sides of the building. One of the pads will be for a small live-fire training building.

Wildland Preparations

May started our annual wildland refresher training through Target Solutions. This is due to not having drill on Monday evenings. We are planning a virtual Zoom training drill where we will discuss lessons learned from past line of duty deaths that happened on wildland fire incidents. We are looking into the future to do more of these kinds of trainings on other types of topics until we can meet again. Hopefully, that will come sooner than later. The current reports we have received indicate that this could be an above average fire season. Our equipment is ready to respond to these types of fires. Once again we will hire part-time employees to help supplement our staffing over the summer months. We will also be asking volunteers to give us their availability for deploying on state conflagrations. Even if a volunteer can be available for just a few days, we can give the Office of the State Fire Marshal that information when we arrive to the location. They will be good with short deployments or changing out of personnel. This opens up opportunities for the volunteers to go on a conflagration without having to commit for 14 days.



CROOKED RIVER RANCH FIRE & RESCUE

Operations Report April, 2020

- Calls for service in April totaled 50. A breakdown of calls by month is below:

2019 Calls by Incident Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1-Fire (Building, Wildland, Vehicle, etc.)	1	3	1	4								
2-Overpressure Rupture, Explosion, Overheat (No Fire)	0	0	0	0								
3-Rescue & EMS	28	42	34	33								
4-Hazardous Condition (No Fire)	0	0	0	0								
5-Service Call	5	11	9	8								
6-Good Intent Call	5	9	5	4								
7-False Alarm & False Call	0	1	0	1								
8-Severe Weather & Natural Disaster	0	0	0	0								
9-Special/Other Incident	0	0	0	0								
Total Calls-To-Month End 2020	39	66	49	50	0	0	0	0	0	0	0	0
204												
Total Calls-To-Month End 2019	38	51	49	36	60	45	51	64	45	43	48	48

- COVID-19 Response

- Presumptive COVID calls remain low. PPE stock is adequate. Waiting to hear about the current backordered PPE order.
- Crews continue to wear appropriate PPE levels on all calls. Decontamination procedure for crew members and ambulances continue to work well.

- Training Plan

- Captain Fast and Captain Delorto working on assigning Target Solutions courses to keep training hours up. Captain Fast is also working on a Zoom conference meeting for part of wildland fire refresher training.

➤ FireMed Memberships report:

- New memberships: 2
- Non-renewals: 5

Respectfully submitted,

Sean Hartley, Assistant Chief