



# 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](http://www.crrfire.org)

## Notice of Board Meeting

The Crooked River Ranch Rural Fire Protection District Board of Directors will hold a Board meeting on Thursday, April 21, 2022. The Board meeting will start at 6:30 pm and will be held at the fire station located at 6971 SW Shad Road, Terrebonne, Oregon. Virtual access to this meeting can be found through the Zoom platform, by accessing our website, @ [www.crrfire.org](http://www.crrfire.org). The meeting is accessible to people with disabilities and will be recorded.

### Board of Directors

Brad Pahl, President, (Position 1)  
Jeff Green, Vice President (Position 3)  
Barbara Oakley, Secretary (Position 4)  
Kay Norberg, Treasurer (Position 2)  
Mark W. Wilson, Director (Position 5)

### District Staff

Fire Chief, Harry Ward  
Asst. Fire Chief, Sean Hartley  
Admin. Assistant, Dana Schulke

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### **Board Meeting Agenda**

1. Call to Order – Director Pahl
  - 1.1 Pledge of Allegiance – Director Green
  - 1.2 Roll Call – Director Oakley
2. Review of Agenda – Director Pahl
3. Approval of Board Meeting & Workshop Minutes– Director Pahl
  - 3.1 Approval of Board Meeting minutes from March 17, 2022
  - 3.2 Approval of Board Workshop minutes from March 29, 2022
4. Financial Reports
  - 4.1 Acknowledge receipt and approval of the financial reports for March 2022 – Director Norberg
  - 4.2 Appointment of Board members to sign checks for Monday, May 9th and Wednesday, May 25<sup>th</sup>, 2022 – Director Pahl
5. Unfinished business (consideration, discussion, and possible action on the following items):
  - 5.1 Update of steering committee – Fire Chief, Harry Ward
  - 5.2 Update on Emergency Preparedness Open House on April 30<sup>th</sup> – Fire Chief, Harry Ward
  - 5.2 Further discussion on increasing the Fire Med membership fee – Director Pahl
6. New Business (consideration, discussion, and possible action on the following items):
  - 6.1 Review of 2020/2021 Workers Comp Claims – Fire Chief, Harry Ward

- 7. Fire Chief's Report – submitted by Fire Chief, Harry Ward in Board packet
- 8. Operations Report - submitted by Asst. Fire Chief, Sean Hartley in Board packet
- 9. Comment/Questions:
  - 9.1 Public input on the current agenda topics
  - 9.2 Public input on future agenda topics – (Please limit to one topic)
- 10. Correspondence/ Recognitions/ Good of the Order – Director Pahl
- 11. Adjournment – Director Pahl

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

**Board Meeting Minutes  
March 17, 2022**

A virtual style Board meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, March 17, 2022, at 6:30 p.m., via the Zoom platform.

**Board Meeting Minutes**

1. **Called to Order** by Director Pahl at 6:30 p.m. Roll call was taken by Director Oakley and the following participants were in attendance of the meeting: Director Pahl, Director Green, Director Oakley, Director Norberg and Director Wilson. Also in attendance was Fire Chief, Harry Ward, Assistant Fire Chief, Sean Hartley and Administrative Assistant Dana Schulke. Captain Alysha Delorto signed on at 6:48pm. Members of the public in attendance Bill Burt, who signed on at 6:40 pm.
2. **Review of Meeting Agenda Items** - Director Pahl asked if there were any additions or deletions to the agenda. There were none.
3. **Approval of the Board Meeting minutes from February 2022** – Director Pahl asked if there were any corrections to be made to the February minutes. Director Norberg made a motion to approve the minutes as presented, Director Oakley seconded the motion. All Board members stated their approval by saying “yes” to approve the amended minutes. Motion was approved, (5-0).
4. **4.1 Approval of February 2022 Financials** – Director Pahl asked Director Norberg if there were any corrections or questions regarding the February financials. She stated that everything looked great, and everything balanced. Director Wilson asked a question regarding how the reports are printed as the line items are not lining up from the month before. Chief Hartley stated that Xero has done an update and added some new features. He said if it happens again next month to let him know and we can find out why the template report is doing that. Director Oakley made a motion to approve the financials as presented, Director Green seconded the motion. All Board members approved the financials by stating “yes” with a vote to approve them. Motion was approved, (5-0).
5. **4.2 Appointment of Board members to sign checks in April 2022.** It was decided that Director Norberg and Director Wilson will sign checks on Monday, April 11<sup>th</sup>, and Director Norberg and Director Green will sign checks on Monday, April 25<sup>th</sup>, 2022.

**Old Business:**

**5.1 Update on Steering Committee & attendance of SDAO Conference** – Chief Ward stated the committee had a meeting and discussed what questions they can ask the public for the survey that will be going out to the residents. They will be compiling the questions and submitting them to a representative from SDAO to help prepare the questionnaire. It will be going out digitally and by mail. Director Pahl stated that these questions will be reviewed at the Board Workshop on the 29<sup>th</sup> before the questionnaire goes out. There was no other information to discuss.

**5.2 Update on Board Training for SDAO Best Practices requirements** - Director Pahl asked the Board what webinars/classes they have attended. Director Oakley stated she attended one where George

Dunkle was the presenter. It was on Board member basic training and sitting through it again, she suggested that they all sit through the class every couple of years because procedures and processes change. It was a good class and the other class/webinar she attended was on the hiring of Fire Chiefs. They had a good process of what you go through with a Fire Chief. There were many scenarios on how to prepare for them. She also attended the Executive Session class/webinar which was exceptionally good. She also watched the Board dancing class. Director Wilson listened to the Boardroom Dancing class/webinar and stated there was valuable information on Board interaction and making sure everyone is on the same page. Director Norberg attended the same class/webinar and stated that we all must work together as a unit and pull together as a team. Director Pahl watched the same webinar and stated that the Board accomplishes more in a Board Workshop, and he would like to do a workshop every quarter. Administrative Assistant, Dana Schulke stated that she has not received any emails from Director Green on class/webinar attendance and that we need another Board member to sign up for the Board Leadership Academy. Director Norberg stated that she will do the Leadership Academy and Director Green stated he was planning to attend one of the classes this weekend. Director Pahl stated he is looking into a Board of Directors evaluation checklist for the future, which will be done at the Board Workshops. There was no further discussion.

#### **New Business:**

**6.1 Chapter 14, review of language for Banking Services** - Director Pahl stated it was recommended by our audit firm that we revise the language in Section 2, Banking Services, A/ii, so that it includes "any financial institution must be on the Oregon Treasurer's list of approved public depositories, as well as being FDIC insured, or be approved by the National Credit Union Administration, (ORS 295.002)." Discussion ensued with the Board members and Administrative Assistant, Dana Schulke. Director Pahl asked for a motion to approve the revised language for Chapter 14/Banking Services section. Director Norberg made a motion to approve the revised language as indicated above for Chapter 14/ under Banking Services requirements, Director Oakley seconded the motion. All Board members stated their approval by saying "yes" to approve the revised language as discussed. Motion was approved, (5-0).

**6.2 Discussion on increasing the Fire Med Membership Fee** – Chief Ward stated that currently we are at \$45 a year for the memberships. We have the lowest rate in the region and as we look at other Fire Med rates in the surrounding areas, most are running at \$55 - \$65. Director Pahl stated that we would like to raise the rate to \$55 as of July 1<sup>st</sup>. We could encourage residents to beat the increase rate and prepay. Director Oakley asked why we had to go up \$10 and why can't we only do \$5 increase. Discussion ensued with the Board and Chief Ward regarding the price. Director Oakley asked Chief Ward what things would look like if we had a \$5 increase. Chief Hartley stated that if we increased it by that about at 280 members would be approximately \$14,000. Discussion ensued with the Board and staff regarding the costs of processing Fire Med memberships. Per Chief Hartley, he stated the costs has always been \$45 since the program was instituted at our District. More discussion ensued between the Board and Chief Ward regarding the \$10 increase, which would be 20%. Chief Hartly stated he can access a report from the system that generates the billing charts and get back to the Board with the data. It was decided by the Board that this topic will be on the agenda for the Board Workshop and for the next Board meeting.

**6.3 Discussion/Approval of Resolution 2022-01 to consider a Supplement Budget and purchase of a Smoke machine for the District** – Director Pahl stated that in their Board packet was a nice thank you letter from a resident who was transported, which also included a \$5,000 check. Assistant Fire Chief, Sean Hartley stated we were blown away from the letter and the donation to the District. He said rather

than depositing the funds into Miscellaneous income in the General Fund, we decided to do a Supplemental Budget for the increase in our Capital Reserve Fund and purchase an item that the District needs for training purposes. This would be a Smoke Generating machine. This amount is currently in our First Interstate account and would be transferred to our Capital Reserve account. Captain Fast has secured a quote for this machine already for the exact amount of \$5,000. Director Norberg made a motion to approve Resolution 2022-01 to approve the donated funds in the amount of \$5,000 to purchase a Smoke Generating machine for the District as well as approve a supplemental budget for the fiscal year 2021/2022 as presented. Director Oakley seconded the motion. All Board members stated "yes" with a vote to approve the resolution and supplemental budget. Motion was approved, (5-0).

**6.4 Review of Cybersecurity for the District** – A Cybersecurity report was in the Board packet for all Board members to review. Chief Ward stated that he and Chief Hartley put this report together and as we do more procedures to secure our network, we will inform the Board as new practices are initiated for the District. Director Wilson asked if we are doing any testing for our employees. Chief Ward stated not has this time. A discussion ensued regarding fishing emails from Chief Hartley and how our Google service does a good service on flagging our emails. This topic will be on the Board meeting agenda for June, there was no further discussion.

**7. Fire Chief's Report** – the Chief's report was in the Board packet for review. Chief Ward had nothing to add to it. Director Norberg stated she was happy to see the antique fire truck moving around. Chief Ward also stated that on March 31<sup>st</sup>, the public hearing for the Community Wildfire Protection Plan for Jefferson County will be at Jefferson County Fire for anyone to attend. The Easter Egg hunt will be on April 16<sup>th</sup>.

**8. Operations Report** – the report was submitted by Chief Hartley and in the Board packet for review. Chief Hartley stated the Lions Limb Dump burn went very well this year. Chief Ward stated the Burn-to-Learn trainings went well and our students are getting trained on live fire scenarios. Chief Ward stated we have approximately thirty people attending our Community Service Volunteer/CERT meeting on March 24<sup>th</sup>.

**9. Comments from the Public, Board or Staff** - Director Pahl stated that from here on in, all meetings will be in person, as well as providing the public the option of attending our meetings virtually, through the purchase of the OWL and Zoom. He asked if there were any other topics the Board would like to have added to the Board Workshop agenda. Director Pahl would like to add to the agenda Communication with our constituents to the Workshop agenda. Director Wilson stated that he has many events coming up for the Honor Guard and his calendar is filling up rapidly. Bill Burt stated the last virtual Board meeting for the HOA will be Monday at 6:00 pm, all others will be in person. He also stated that a \$5.00 raise, or \$10 raise for the Fire Med members is not a problem for him, as he was just putting his two cents in for comment.

**10. Correspondence/Recognitions/ Good of the Order** – Director Oakley reminded all Board members to stop into the station and sign the Resolution that was passed.

**10. Adjournment** by Director Pahl at 7:34 pm.

Respectfully,  
Dana Schulke  
Administrative Assistant

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

**Board Workshop Meeting  
March 29, 2022**

A Board Workshop meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Tuesday, March 29, 2022, at 6:30 pm, at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road Crooked River Ranch, Oregon.

### **Board Workshop Minutes**

**Called to Order** by Director Pahl at 6:30 pm. Director Pahl made an opening statement regarding not having to wear a mask in the building and how nice it was to be back inside the Station. He also introduced to everyone how we are now utilizing “the owl” to video and record our meetings so the public can access them through their computers.

**Flag Salute** – Director Wilson lead the flag salute.

**Roll Call by Director Oakley:** Directors Pahl, Green (via the Zoom platform), Oakley, Norberg and Wilson were present for the meeting. Those also present were Fire Chief, Harry Ward, Assistant Fire Chief, Sean Hartley and Administrative Assistant, Dana Schulke. There were no members of the public in attendance.

Director Pahl stated he will be switching up the order of the items on the current agenda and started off with the topic additional staffing. He asked who remembers the last conversation they had regarding this topic. It was discussed by the Board and Chief Ward that we were looking into possibly having a 40-hour paramedic and other options. Chief Ward stated that we are working on putting this position into our Budget and we want to make sure this position is sustainable. He does not want to hire someone and then after a year must let them go. We are now working on our budget for next fiscal year and will inform the Board and Budget Committee of this when we have the Budget Committee meeting. Chief Ward is also getting quotes for another Capital project to fix our heating situation on the southside of the Bay floor. Ed Staub and Sons is supposed to come out and do a site evaluation to give us more information. The plan is to replace both boilers with one gas boiler, and we are waiting for the quote on the boilers. The plumber can run gas into the mezzanine in the Station and we can replace them with gas and the infrastructure will already be there to do the changeover. There was no further discussion.

**Discussion on Fire Med Membership Fee** – Chief Ward stated there are 2 months of statistics from our billing company in their packet, one from 2020 and one from 2021. In 2020 the amount of Fire Med write offs was \$6,589.86 and as of September of 2021 we are already at \$8,909 with

three more months of billing to be completed. He is estimating there will be another \$2,000 added on for the additional three months. He stated that at this time we are solvent, and we are barely breaking even on this program. He also factored in the administrative time to process the membership payments, along with the postage fees and Stripe/PayPal fees. There was a question from Director Norberg regarding the price of envelopes and if a whole box was utilized, per month. Administrative Assistant, Dana Schulke stated "no." Director Norberg also stated that we could be utilizing the state's surplus site to order these envelopes and be saving money. Director Norberg stated she is having a tough time justifying increasing the membership fee as she feels an increase of \$10 would be too much. Director Green reviewed the statistical information with the Board and stated in essence it would take two Fire Med memberships per month to cover Dana's processing of the memberships. He also reviewed the math further with the Board on the costs of the program. Director Wilson stated that most of the surrounding Districts utilize Life Flight or AirMed for the processing of the Fire Med program and they do not have the expense of doing this program through the District. Chief Ward stated that we have looked at this possibility a couple of years back and having them take it over at the suggested \$55/yr. However, Chief Hartley stated to offset the difference we needed an additional 20-30 members, and we would still be getting the same amount of money. Director Oakley asked how profitable this program is for the District. Chief Ward stated it is a cost savings for the residents. Chief Hartley stated that historically looking at just last year we are at that point the Fire Med memberships are not going to cover all the write off's and we will be in the Red. Further discussion ensued between the Board and the staff on this topic. Director Green stated he would like to increase our fee by only \$5 to cover our backside and Director Pahl agreed. Director Wilson stated he thinks we just need to restructure the program and Director Norberg agreed with him. Director Oakley expressed her concerns on the program. Further discussion ensued between the Board and staff on our ambulance rates and Chief Hartley stated we need to look at revising our rates every four years. Director Green stated that after doing the math again, we will have to investigate increasing our ambulance rates and increase the Fire Med membership by \$5 to keep us solvent. The Board requested that we ask our billing company why charges are being disallowed, as well as asking them about what "uncollected" fees means and what is driving the amount of uncollected fees. Chief Harley will send an email to them to ask these questions. Further discussion ensued between the Board and staff. It was decided by the Board to continue this topic at April's Board meeting under Unfinished Business.

**Steering Committee Update** – Chief Ward stated that at their last meeting, they discussed what information needs to be on the questionnaire. He found a questionnaire from Boise Fire which was helpful as far as questions to ask, as well as calling SDAO (Special Districts Association of Oregon) for assistance and their time to review the questions he had put together. SDAO also added a few more questions to put on the questionnaire. Chief Ward sent the questions to the Steering Committee members for review, and they will clean it up again before the questionnaire goes out to Survey Monkey. He would like to put out a post card to the residents with a QR code, so they can scan the code and it will automatically take them to the survey. This survey will give us an idea of who the community is as far as demographics. The goal is to get this survey out in April and get them back from the residents in May. The next step would be to have other surrounding districts and businesses answer some questions in a SWOT meeting. Director Wilson

asked if it might be better to contact the residents who have used our services to answer the survey questions. Chief Ward stated that our demographic change depending on how many surveys we receive back. Director Green asked about the QR code and some people not understanding how to utilize it. Chief Ward said we will cater to every demographic to make sure we receive the survey's back. At this time Director Pahl asked all Board members to name off what our weaknesses, strengths and opportunities were, and they all replied with assorted topics and issues we face. Further discussion ensued between the Board regarding our staffing being a weakness and a strength. There was discussion by Director Pahl and Chief Ward regarding the real threat of a wildfire in our area, along with staffing and apparatus needs. A Stakeholders meeting will be held in the future to discuss these topics further. Chief Ward is working with SDAO to get a facilitator for the Stakeholders meeting.

**Outreach and Communication to our constituents** - Director Pahl asked the Board and staff how we market our District to our constituents. He asked if we need to go knock on doors, do more digital marketing, more yard signs and Director Wilson asked the Board about doing a newsletter. Director Norberg stated in the past they have gone door to door, and we do put a column in the local Telegraph for people to read. Further discussion was ensued by Director Oakley regarding sharing our Facebook post to inform more residents of what we do and what is going on in our District. Administrative Assistant, Dana Schulke asked the Board if an Instagram account could be developed for our District. Chief Hartley stated "yes;" however, it will come down to managing it. Director Norberg stated that in the past, the Board would walk on the 4<sup>th</sup> of July Parade and shake hands with the people along the route to thank them for their support and let them know who we are. Dana also asked the Board of the possibility of getting a volunteer or someone just to manage our social media, as Sisters Fire is constantly posting things on their Instagram about what is going on with them, their drill nights, etc. She feels that Chief Hartley gets hammered with it all the time and it is difficult to find them time to manage it all. Chief Hartley stated that we would have to find someone who is "savvy" with it and who knows what you can and cannot post. Director Pahl asked about doing a newsletter, possibly quarterly like Redmond Fire does. Dana also asked about the Board attending the HOA meetings and if there was any response from the attendees. Director Pahl stated they have all been virtual and starting next month they will be back in person.

**Adjournment** by Director Pahl at 7:52 pm

Respectively submitted by:

Dana Schulke, Administrative Assistant.



# Balance Sheet

Crooked River Ranch Fire & Rescue

As of March 31, 2022

Cash Basis

MAR 31, 2022

## Assets

### Current Assets

#### Cash and Cash Equivalents

Bond Fund	36,341.39
Capital Reserve Fund	384,035.00
FIB - Checking	34,912.49
FIB - Payroll	3,678.34
General Fund	310,195.24
Local Option Levy Fund	508,734.55
PayPal	92.07
US Bank	348.71
<b>Total Cash and Cash Equivalents</b>	<b>1,278,337.79</b>

**Total Current Assets** 1,278,337.79

**Total Assets** 1,278,337.79

## Liabilities and Equity

### Liabilities

#### Current Liabilities

FIB - Credit Cards	10,853.32
Payroll Liabilities	(3,851.56)
<b>Total Current Liabilities</b>	<b>7,001.76</b>

**Total Liabilities** 7,001.76

### Equity

Current Year Earnings	1,271,336.03
<b>Total Equity</b>	<b>1,271,336.03</b>

**Total Liabilities and Equity** 1,278,337.79

\$857,961.40  
-\$ 7,001.76  

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\$850,959.64



**Budget Variance**  
**Crooked River Ranch Fire & Rescue**  
**General Fund**  
**For the month ended 31 March 2022**  
**Cash Basis**

	March Actual	YTD Actual	Budget	Var USD	Var %	Original Budget
<b>Revenue</b>						
Ambulance Billing	\$19,427.36	\$200,699.30	\$200,000.00	\$699.30	0.3496%	\$200,000.00
Beginning Fund Balance	\$0.00	\$596,453.11	\$521,135.00	\$75,318.11	14.4527%	\$521,135.00
Conflagration Revenue	\$0.00	\$7,660.87	\$7,661.00	-\$0.13	-0.0017%	\$400.00
Contractual Income	\$0.00	\$400.00	\$400.00	\$0.00	0.0%	\$0.00
Emergency Address Signs	\$100.00	\$575.00	\$500.00	\$75.00	15.0%	\$500.00
FireMed	\$1,035.00	\$9,720.00	\$13,500.00	-\$3,780.00	-28.0%	\$13,500.00
Grant Funds	\$23,990.00	\$50,396.00	\$151,008.00	-\$100,612.00	-66.6269%	\$72,658.00
Interest	\$436.94	\$3,018.02	\$7,500.00	-\$4,481.98	-59.7597%	\$7,500.00
Misc. Income	\$415.00	\$7,563.65	\$5,000.00	\$2,563.65	51.273%	\$5,000.00
Previously Levied Taxes	\$2,080.69	\$22,593.91	\$20,000.00	\$2,593.91	12.9696%	\$20,000.00
Sale of Assets/Apparatus	\$16,200.00	\$16,200.00	\$15,000.00	\$1,200.00	8.0%	\$15,000.00
Taxes Collected in Year Levied	\$7,345.77	\$1,013,118.00	\$979,441.00	\$33,677.00	3.4384%	\$979,441.00
Training Income	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%	\$500.00
<b>Total Revenue</b>	<b>\$71,030.76</b>	<b>\$1,928,397.86</b>	<b>\$1,921,645.00</b>	<b>\$6,752.86</b>	<b>0.4%</b>	<b>\$1,835,634.00</b>
<hr/>						
<b>Gross Profit</b>	<b>\$71,030.76</b>	<b>\$1,928,397.86</b>	<b>\$1,921,645.00</b>	<b>\$6,752.86</b>	<b>0.3514%</b>	
<hr/>						
<b>Operating Expenses</b>						
Contingency	\$0.00	\$0.00	\$61,297.00	-\$61,297.00	-100.0%	\$58,952.00
Transfer Out	\$0.00	\$50,000.00	\$50,000.00	\$0.00	0.0%	\$50,000.00
<b>Debt Services</b>						
Debt Service:Apparatus Payment	\$0.00	\$27,045.17	\$27,046.00	-\$0.83	-0.0031%	\$27,046.00
<b>Total Debt Services</b>	<b>\$0.00</b>	<b>\$27,045.17</b>	<b>\$27,046.00</b>	<b>-\$0.83</b>	<b>0.0%</b>	<b>\$27,046.00</b>
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<b>Materials &amp; Services</b>						
Administration	\$603.56	\$11,744.86	\$16,000.00	-\$4,255.14	-26.5946%	\$16,000.00
Building Maintenance & Supplies	\$2,880.78	\$16,069.05	\$35,000.00	-\$18,930.95	-54.0884%	\$35,000.00
Department Services	\$303.93	\$2,073.60	\$3,000.00	-\$926.40	-30.88%	\$3,000.00
Dispatch Services	\$5,019.96	\$70,228.21	\$71,612.00	-\$1,383.79	-1.9323%	\$71,612.00
EMS Operations	\$1,172.02	\$34,674.61	\$45,000.00	-\$10,325.39	-22.9453%	\$45,000.00
Fire Operations	\$5,145.97	\$36,678.81	\$67,535.00	-\$30,856.19	-45.6892%	\$67,535.00
Fuel	\$1,053.73	\$8,982.42	\$15,000.00	-\$6,017.58	-40.1172%	\$15,000.00
Insurance	\$0.00	\$34,105.00	\$36,000.00	-\$1,895.00	-5.2639%	\$36,000.00
Prevention	\$0.00	\$2,439.76	\$1,500.00	\$939.76	<b>62.6507%</b>	\$1,500.00
Professional Services	\$339.62	\$15,614.90	\$45,000.00	-\$29,385.10	-65.3002%	\$45,000.00
Radios/Communications	\$0.00	\$23,355.72	\$25,150.00	-\$1,794.28	-7.1343%	\$12,500.00
Rope Rescue Operations	\$0.00	\$165.50	\$3,000.00	-\$2,834.50	-94.4833%	\$3,000.00
SAFER Grant Expenditures	\$0.00	\$25,323.20	\$68,008.00	-\$42,684.80	-62.7644%	\$26,158.00
Training	\$3,791.99	\$13,188.53	\$25,715.00	-\$12,526.47	-48.7127%	\$25,715.00
Travel	\$1,912.86	\$2,080.22	\$5,000.00	-\$2,919.78	-58.3956%	\$5,000.00
Tuition Reimbursement	\$8,312.50	\$17,984.25	\$31,500.00	-\$13,515.75	-42.9071%	\$31,500.00
Uniforms	\$276.84	\$1,820.41	\$5,713.00	-\$3,892.59	-68.1357%	\$5,713.00
Utilities	\$2,642.70	\$17,301.41	\$25,000.00	-\$7,698.59	-30.7944%	\$25,000.00
Vehicle/Equipment Maintenance	\$251.07	\$29,017.65	\$35,000.00	-\$5,982.35	-17.0924%	\$35,000.00
Volunteer Incentive Program	\$0.00	\$15,700.00	\$22,600.00	-\$6,900.00	-30.531%	\$22,600.00
Wellness Program	\$1,024.00	\$6,324.93	\$10,000.00	-\$3,675.07	-36.7507%	\$10,000.00
<b>Total Materials &amp; Services</b>	<b>\$34,731.53</b>	<b>\$384,873.04</b>	<b>\$592,333.00</b>	<b>-\$207,459.96</b>	<b>-35.0%</b>	<b>\$537,833.00</b>

<b>Personnel Services</b>						
Administrative Assistant	\$2,847.70	\$29,618.17	\$39,403.00	-\$9,784.83	-24.8327%	\$39,403.00
Administrative Assistant Overtime	\$1,336.56	\$2,055.91	\$1,343.00	\$712.91	<b>53.0834%</b>	\$1,343.00
Assistant Chief	\$5,071.34	\$48,271.60	\$67,049.00	-\$18,777.40	-28.0055%	\$64,367.00
Employee Benefits	\$14,151.83	\$115,826.87	\$183,359.00	-\$67,532.13	-36.8306%	\$183,359.00
Fire Chief	\$6,828.83	\$62,796.93	\$87,524.00	-\$24,727.07	-28.2518%	\$87,524.00
Part-Time Personnel	\$0.00	\$15,961.25	\$33,840.00	-\$17,878.75	-52.8332%	\$33,840.00
Payroll Taxes	\$3,504.00	\$29,608.01	\$44,687.00	-\$15,078.99	-33.7436%	\$43,615.00
PERS	\$10,094.23	\$89,719.79	\$151,969.00	-\$62,249.21	-40.9618%	\$151,969.00
Shift Personnel Overtime	\$3,054.34	\$32,339.54	\$45,920.00	-\$13,580.46	-29.5742%	\$45,920.00
Shift Personnel Wages	\$17,412.34	\$136,296.25	\$188,023.00	-\$51,726.75	-27.5109%	\$188,023.00
Student Volunteer Stipends	\$810.00	\$5,400.00	\$7,290.00	-\$1,890.00	-25.9259%	\$7,290.00
Volunteer Conflag Reimb.	\$0.00	\$1,561.70	\$1,562.00	-\$0.30	-0.0192%	
Volunteer Stipends & Benefits	\$3,600.00	\$30,100.00	\$73,000.00	-\$42,900.00	-58.7671%	\$36,500.00
Workers Comp. & Group Acc. Ins.	\$0.00	\$15,963.99	\$16,000.00	-\$36.01	-0.2251%	\$16,000.00
<b>Total Personnel Services</b>	<b>\$68,711.17</b>	<b>\$615,520.01</b>	<b>\$940,969.00</b>	<b>-\$325,448.99</b>	<b>-34.6%</b>	<b>\$899,153.00</b>
<b>Total Operating Expenses</b>	<b>\$103,442.70</b>	<b>\$1,077,438.22</b>	<b>\$1,671,645.00</b>	<b>-\$594,206.78</b>	<b>-35.5462%</b>	
<b>Net Income / (Loss) before Tax</b>	<b>-\$32,411.94</b>	<b>\$850,959.64</b>	<b>\$250,000.00</b>	<b>\$600,959.64</b>	<b>240.3839%</b>	
<b>Net Income</b>	<b>-\$32,411.94</b>	<b>\$850,959.64</b>	<b>\$250,000.00</b>	<b>\$600,959.64</b>	<b>240.3839%</b>	
<b>Total Comprehensive Income</b>	<b>-\$32,411.94</b>	<b>\$850,959.64</b>	<b>\$250,000.00</b>	<b>\$600,959.64</b>	<b>240.3839%</b>	



**Budget Variance**  
**Crooked River Ranch Fire & Rescue**  
**Capital Reserve Fund**  
**For the month ended 31 March 2022**  
**Cash Basis**

	<b>March Actual</b>	<b>YTD Actual</b>	<b>Budget</b>	<b>Var USD</b>	<b>Var %</b>	<b>Original Budget</b>
<b>Revenue</b>						
Beginning Fund Balance	\$0.00	\$327,976.01	\$359,000.00	-\$31,023.99	-8.6418%	\$359,000.00
Grant Funds	\$0.00	\$35,000.00	\$0.00	\$35,000.00		\$0.00
Interest	\$181.51	\$1,772.62	\$2,750.00	-\$977.38	-35.5411%	\$2,750.00
Misc. Income	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	0.0%	\$0.00
Transfer In	\$0.00	\$50,000.00	\$50,000.00	\$0.00	0.0%	\$50,000.00
<b>Total Revenue</b>	<b>\$5,181.51</b>	<b>\$419,748.63</b>	<b>\$416,750.00</b>	<b>\$2,998.63</b>	<b>0.7%</b>	<b>\$411,750.00</b>
<b>Gross Profit</b>						
	<b>\$5,181.51</b>	<b>\$419,748.63</b>	<b>\$416,750.00</b>	<b>\$2,998.63</b>	<b>0.7195%</b>	
<b>Operating Expenses</b>						
Contingency	\$0.00	\$0.00	\$100,000.00	-\$100,000.00	-100.0%	\$100,000.00
<b>Capital Outlay</b>						
Capital Outlay & Grant Awards:Apparatus Pur.	\$0.00	\$0.00	\$50,000.00	-\$50,000.00	-100.0%	\$50,000.00
Capital Outlay & Grant Awards:EMS Pur.	\$0.00	\$35,713.63	\$38,000.00	-\$2,286.37	-6.0168%	\$38,000.00
Capital Outlay & Grant Awards:Training Pur.	\$0.00	\$0.00	\$5,000.00	-\$5,000.00	-100.0%	\$0.00
<b>Total Capital Outlay</b>	<b>\$0.00</b>	<b>\$35,713.63</b>	<b>\$93,000.00</b>	<b>-\$57,286.37</b>	<b>-61.6%</b>	<b>\$88,000.00</b>
<b>Total Operating Expenses</b>	<b>\$0.00</b>	<b>\$35,713.63</b>	<b>\$193,000.00</b>	<b>-\$157,286.37</b>	<b>-81.4955%</b>	
<b>Net Income / (Loss) before Tax</b>	<b>\$5,181.51</b>	<b>\$384,035.00</b>	<b>\$223,750.00</b>	<b>\$160,285.00</b>	<b>71.6358%</b>	
<b>Net Income</b>	<b>\$5,181.51</b>	<b>\$384,035.00</b>	<b>\$223,750.00</b>	<b>\$160,285.00</b>	<b>71.6358%</b>	
<b>Total Comprehensive Income</b>	<b>\$5,181.51</b>	<b>\$384,035.00</b>	<b>\$223,750.00</b>	<b>\$160,285.00</b>	<b>71.6358%</b>	



**Budget Variance**  
**Crooked River Ranch Fire & Rescue**  
**Bond Fund**  
**For the month ended 31 March 2022**  
**Cash Basis**

	March Actual	YTD Actual	Budget	Var USD	Var %	Original Budget
<b>Revenue</b>						
Beginning Fund Balance	\$0.00	\$16,232.95	\$8,529.00	\$7,703.95	90.3265%	\$8,529.00
Interest	\$15.34	\$171.73	\$300.00	-\$128.27	-42.7567%	\$300.00
Previously Levied Taxes	\$370.98	\$3,899.40	\$3,500.00	\$399.40	11.4114%	\$3,500.00
Taxes Collected in Year Levied	\$1,239.08	\$171,767.31	\$184,087.00	-\$12,319.69	-6.6923%	\$184,087.00
<b>Total Revenue</b>	<b>\$1,625.40</b>	<b>\$192,071.39</b>	<b>\$196,416.00</b>	<b>-\$4,344.61</b>	<b>-2.2%</b>	<b>\$196,416.00</b>
<b>Gross Profit</b>	<b>\$1,625.40</b>	<b>\$192,071.39</b>	<b>\$196,416.00</b>	<b>-\$4,344.61</b>	<b>-2.2119%</b>	
<b>Operating Expenses</b>						
<b>Debt Services</b>						
Debt Service: Bond Payment	\$0.00	\$155,730.00	\$179,848.00	-\$24,118.00	-13.4102%	\$179,848.00
<b>Total Debt Services</b>	<b>\$0.00</b>	<b>\$155,730.00</b>	<b>\$179,848.00</b>	<b>-\$24,118.00</b>	<b>-13.4%</b>	<b>\$179,848.00</b>
<b>Total Operating Expenses</b>	<b>\$0.00</b>	<b>\$155,730.00</b>	<b>\$179,848.00</b>	<b>-\$24,118.00</b>	<b>-13.4102%</b>	
<b>Net Income / (Loss) before Tax</b>	<b>\$1,625.40</b>	<b>\$36,341.39</b>	<b>\$16,568.00</b>	<b>\$19,773.39</b>	<b>119.3469%</b>	
<b>Net Income</b>	<b>\$1,625.40</b>	<b>\$36,341.39</b>	<b>\$16,568.00</b>	<b>\$19,773.39</b>	<b>119.3469%</b>	
<b>Total Comprehensive Income</b>	<b>\$1,625.40</b>	<b>\$36,341.39</b>	<b>\$16,568.00</b>	<b>\$19,773.39</b>	<b>119.3469%</b>	

# Payable Invoice Detail

## Crooked River Ranch Fire & Rescue

For the period March 1, 2022 to March 31, 2022

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
<b>Aflac</b>					
Mar 16, 2022	EFT	Premiums from Staff	599.88	Paid	Payroll Liabilities
<b>Total Aflac</b>			<b>599.88</b>		
<b>BoundTree Medical, LLC</b>					
Mar 16, 2022	84434309	Electrodes, Blue Sensor SP Medium, Pediatric/Adult, Foam 50/pk	136.40	Paid	Materials & Services:EMS Operations:Supplies
Mar 16, 2022	84434309	IV Catheter, ViaValve Safety with Blood Control, 20 gage, 50/bx	102.00	Paid	Materials & Services:EMS Operations:Supplies
Mar 21, 2022	84438431	Rocuronium 10mg/ml 5 ml vial, 10ea/bx	48.00	Paid	Materials & Services:EMS Operations:Supplies
<b>Total BoundTree Medical, LLC</b>			<b>286.40</b>		
<b>Brooklyn Emerson</b>					
Mar 28, 2022	Tuition Reimbursement for Brooklyn E.	Tuition Reimbursement for Winter 2022 term, for Brooklyn E.	1,493.50	Paid	Materials & Services:Tuition Reimbursement
<b>Total Brooklyn Emerson</b>			<b>1,493.50</b>		
<b>Carson Oil Company, Inc.</b>					
Mar 1, 2022	CP-00363425 - EFT	Fuel for all Apparatus	387.75	Paid	Materials & Services:Fuel
Mar 17, 2022	CP-0366200 -- EFT	Fuel for all Apparatus	717.35	Paid	Materials & Services:Fuel
<b>Total Carson Oil Company, Inc.</b>			<b>1,105.10</b>		
<b>Cascade Fire Equipment</b>					
Mar 21, 2022	Structure Gloves	Fire Dex Pro Structure Glove - small	105.00	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 21, 2022	Structure Gloves	Fire Dex Pro Structure Glove - Medium	105.00	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 21, 2022	Structure Gloves	Fire Dex Pro Structure Glove - Large	105.00	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 21, 2022	Structure Gloves	Fire Dex Pro Structure Glove - X large	105.00	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 21, 2022	Structure Gloves	Fire Dex Pro Structure Glove - XX Large	105.00	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 21, 2022	Structure Gloves	Shipping	14.50	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
<b>Total Cascade Fire Equipment</b>			<b>539.50</b>		
<b>Central Oregon Media Group / Bend Bulletin</b>					

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Mar 7, 2022	2472	Posting of Public Notice - Supplemental Budget for March 2022	100.28	Paid	Materials & Services:Administration:Advertising
<b>Total Central Oregon Media Group / Bend Bulletin</b>			<b>100.28</b>		
<b>Central Oregon Weed Control</b>					
Mar 24, 2022	INV-1905	Annual spraying of weeds around the District property	376.30	Paid	Materials & Services:Building & Maintenance:Maintenance
<b>Total Central Oregon Weed Control</b>			<b>376.30</b>		
<b>Chase Wylder</b>					
Mar 28, 2022	Cell Phone Reimbursement for Chase W.	Cell Phone Reimbursement for Jan/Feb/March 2022	90.00	Paid	Personnel Services:Employee Benefits
<b>Total Chase Wylder</b>			<b>90.00</b>		
<b>Crooked River Needle Works LLC</b>					
Mar 28, 2022	366	Embroidery Charge for Logo and Name on Jacket	22.50	Paid	Materials & Services:Uniforms
<b>Total Crooked River Needle Works LLC</b>			<b>22.50</b>		
<b>Crooked River Ranch Water Company</b>					
Mar 2, 2022	94 - EFT	Base Rate	34.59	Paid	Materials & Services:Utilities:Water
Mar 2, 2022	94 - EFT	Water	39.24	Paid	Materials & Services:Utilities:Water
<b>Total Crooked River Ranch Water Company</b>			<b>73.83</b>		
<b>Crooked River Sanitary</b>					
Mar 7, 2022	00014 - EFT	Sanitation Services for February 2022	72.02	Paid	Materials & Services:Utilities:Sanitation
<b>Total Crooked River Sanitary</b>			<b>72.02</b>		
<b>Damion Hatch</b>					
Mar 28, 2022	Tuition Reimbursement for Damion H.	Tuition Reimbursement for Winter 2022 Term, for Damion H.	1,750.00	Paid	Materials & Services:Tuition Reimbursement
<b>Total Damion Hatch</b>			<b>1,750.00</b>		
<b>Dana Signs</b>					
Mar 16, 2022	4381	Changed Banner date to "30 on provided Emergency. Prep. Banner	45.00	Paid	Materials & Services:Department Services:Events
<b>Total Dana Signs</b>			<b>45.00</b>		
<b>David McDonald</b>					
Mar 21, 2022	Reimbursement	Health Reimbursement for David McDonald	1,332.45	Paid	Personnel Services:Employee Benefits:HRA Reimbursements
<b>Total David McDonald</b>			<b>1,332.45</b>		
<b>Deschutes County 911 Service District</b>					

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Mar 16, 2022	2836	Annual Billing - Data Network Reimbursement Fees for the period of July 1, 2021 - June 30, 2022	4,775.17	Paid	Materials & Services:Dispatch Services
Mar 16, 2022	2847	911 Data Network Reimbursement for March 2022	244.79	Paid	Materials & Services:Dispatch Services
<b>Total Deschutes County 911 Service District</b>			<b>5,019.96</b>		
<b>Elizabeth Ramirez</b>					
Mar 28, 2022	Tuition Reimbursement for Elizabeth R.	Tuition Reimbursement for Winter 2022 Term, for Elizabeth Ramirez	1,750.00	Paid	Materials & Services:Tuition Reimbursement
<b>Total Elizabeth Ramirez</b>			<b>1,750.00</b>		
<b>Fred Meyers</b>					
Mar 24, 2022	HD 269407560	USB extension cord	13.99	Paid	Materials & Services:Training
<b>Total Fred Meyers</b>			<b>13.99</b>		
<b>Gregory Haner</b>					
Mar 28, 2022	Tuition Reimbursement for Gregory H.	Tuition Reimbursement for Winter 2022 Term, for Greg H.	1,750.00	Paid	Materials & Services:Tuition Reimbursement
<b>Total Gregory Haner</b>			<b>1,750.00</b>		
<b>Hoss Electric</b>					
Mar 8, 2022	1626	Labor to install customer provided LED parking lot light in pole.	210.00	Paid	Materials & Services:Building & Maintenance:Maintenance
<b>Total Hoss Electric</b>			<b>210.00</b>		
<b>HRA VEBA Trust</b>					
Mar 16, 2022	4-2794 - EFT	Contributions for Staff	1,500.00	Paid	Personnel Services:Employee Benefits:HRA VEBA
<b>Total HRA VEBA Trust</b>			<b>1,500.00</b>		
<b>IAFF 3650 - Redmond Firefighters Union</b>					
Mar 7, 2022	Union Dues - ACH	Union Dues for Tom, Alysha, David	102.00	Paid	Payroll Liabilities
Mar 7, 2022	PAC Donations - ACH	PAC Donations from Staff	20.00	Paid	Payroll Liabilities
Mar 17, 2022	Union Dues - ACH	Union Dues for Tom, Alysha, David	102.00	Paid	Payroll Liabilities
Mar 17, 2022	PAC Donations - ACH	PAC donations from Staff	20.00	Paid	Payroll Liabilities
<b>Total IAFF 3650 - Redmond Firefighters Union</b>			<b>244.00</b>		
<b>Kyle Ward</b>					
Mar 28, 2022	Tuition Reimbursement for Kyle W	Tuition Reimbursement for Winter 2022 Term, for Kyle W.	1,569.00	Paid	Materials & Services:Tuition Reimbursement
<b>Total Kyle Ward</b>			<b>1,569.00</b>		
<b>L.N. Curtis &amp; Sons</b>					



Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Mar 21, 2022	Wildland Hose	1.5" NH x 100' Type 2 Forestry Hose	853.75	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 21, 2022	Wildland Hose	1" NPSH x 100' Type 2 Forestry Hose	830.00	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 21, 2022	Wildland Hose	Shipping	65.11	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
<b>Total L.N. Curtis &amp; Sons</b>			<b>1,748.86</b>		
<b>Life-Assist</b>					
Mar 16, 2022	1183914	Epinephrine 1:1000 1 mg, 1 ml VIAL	199.44	Paid	Materials & Services:EMS Operations:Supplies
Mar 16, 2022	1183914	Naloxone, 2 mg 2 ml LUER-JET Syringe	76.22	Paid	Materials & Services:EMS Operations:Supplies
<b>Total Life-Assist</b>			<b>275.66</b>		
<b>MasterCard</b>					
Mar 1, 2022	HD 262404677	Ladder for changing light bulbs in Apparatus room.	313.46	Paid	Materials & Services:Building & Maintenance:Equipment
Mar 1, 2022	Removal Pump/Amazon	Little Giant, VCMA-20ULS 115 Volt Automatic Condensate Removal Pump for IceMaker	60.99	Paid	Materials & Services:Building & Maintenance:Equipment
Mar 2, 2022	XXXX 4382 (Amazon)	Purchase of Emergency Zone Survival 72 Hour Kit from Amazon for Emergency Preparedness Open House on April 30, 2020	104.99	Paid	Materials & Services:Department Services:Events
Mar 3, 2022	XXXX 4382	Purchase of Stamps	50.00	Paid	Materials & Services:Administration:Postage & Shipping
Mar 4, 2022	HD 267534385	annual microsoft office 365 renewal	99.99	Paid	Materials & Services:Professional Services:Computer Services
Mar 7, 2022	HD 264658559	supplies for remodel of the ems room	16.93	Paid	Materials & Services:Building & Maintenance
Mar 9, 2022	HD 265010855	Lodging for Tom Fast/Harry Ward for FDIC, Indianapolis April 25-29th, 2022	1,085.00	Approved	Materials & Services:Training
Mar 9, 2022	HD 265011881	Registration for FDIC for Chief Ward.	974.00	Paid	Materials & Services:Training
Mar 9, 2022	HD 265010029	Registration for FDIC for Captain Fast.	974.00	Paid	Materials & Services:Training
Mar 10, 2022	HD 265347856	Jacket for director Paul.	35.10	Paid	Materials & Services:Uniforms
Mar 14, 2022	Drip Drop electrolyte replacement	Juicy Variety Pack / 8 oz / 32 sticks	71.98	Paid	Materials & Services:Department Services:Rehab Supplies
Mar 14, 2022	Drip Drop electrolyte replacement	Bold Variety Pack / 8 oz / 32 sticks	71.98	Paid	Materials & Services:Department Services:Rehab Supplies

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Mar 14, 2022	Saws with battery. XXXX 4382	Milwaukee M18 Cut-Off Saw	599.00	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 14, 2022	Saws with battery. XXXX 4382	Milwaukee M18 SawzAll Gen-2	368.00	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 14, 2022	Saws with battery. XXXX 4382	Milwaukee M18 Dual Bay Rapid Charger with battery	369.00	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 14, 2022	Saws with battery. XXXX 4382	Milwaukee M18 18 volt 12 Ah battery - 3pack	699.00	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 14, 2022	Saws with battery. XXXX 4382	Milwaukee 9" Metal cut-off blade	104.22	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 14, 2022	Saws with battery. XXXX 4382	Milwaukee Sawzall Blade set	59.94	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 14, 2022	Saws with battery. XXXX 4382	Milwaukee M18 Rapid Charger with battery	598.00	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 14, 2022	HD 266178964	Marker and Ink for Stenciling on fire hose	10.87	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 16, 2022	Coffee Air Pots/ XXXX 4382	Coffee Air Pots for events	324.72	Paid	Materials & Services:Building & Maintenance:Supplies
Mar 16, 2022	XXXX 4382	Mo. Fee for use of Stamp.com	17.99	Paid	Materials & Services:Administration:Postage & Shipping
Mar 16, 2022	Coffee Air Pots/ XXXX 4382	Shipping	21.79	Paid	Materials & Services:Building & Maintenance:Supplies
Mar 19, 2022	HD 268481049	Solar Battery charger for trailers	36.99	Paid	Materials & Services:Vehicle/Equipment Maintenance:
Mar 21, 2022	XXXX 4382	Mo. Fee for accounting platform	25.50	Paid	Materials & Services:Professional Services:Accounting/Payroll Services
Mar 23, 2022	PO-0289	amazon order of station supplies	233.33	Paid	Materials & Services:Building & Maintenance:Supplies
Mar 23, 2022	PO-0289	amazon order of station supplies	24.73	Paid	Materials & Services:Building & Maintenance:Supplies
Mar 23, 2022	HD 269115379	Bags for new Reciprocating saws	57.94	Paid	Materials & Services:Fire Suppression:Supplies/Equipment
Mar 23, 2022	HD 269115379	Stanley tape measure 25'	10.97	Paid	Materials & Services:Building & Maintenance:Equipment
Mar 23, 2022	HD 269115379	Stanley tape measure 30'	15.97	Paid	Materials & Services:Building & Maintenance:Equipment
Mar 24, 2022	XXXX 4382	1 x Poly-Max American Flag (Extreme Winds) Flag Size 3'x5'	59.95	Paid	Materials & Services:Building & Maintenance:Supplies
Mar 24, 2022	XXXX 4382	1 x POW-MIA Flag - Double-Sided Flag Size 2' x 3'	59.20	Paid	Materials & Services:Building & Maintenance:Supplies

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Mar 24, 2022	XXXX 4382	1 x Oregon Flag Flag Size 2' x 3'	60.70	Paid	Materials & Services:Building & Maintenance:Supplies
Mar 24, 2022	XXXX 4382	Shipping	12.62	Paid	Materials & Services:Building & Maintenance:Supplies
Mar 24, 2022	HD 269115451	Coffee	9.98	Paid	Materials & Services:Department Services:Events
Mar 25, 2022	HD 269432579	Shelving for water	209.73	Paid	Materials & Services:Building & Maintenance:Equipment
Mar 30, 2022	XXXX 4382	Mo. Fee for Prime Membership	14.99	Paid	Materials & Services:Administration:Memberships
<b>Total MasterCard</b>			<b>7,863.55</b>		
<b>Nationwide Retirement Solutions</b>					
Mar 7, 2022	Def. Comp - EFT	Deferred Compensation contributions from staff	230.00	Paid	Payroll Liabilities
Mar 17, 2022	Deferred Comp - EFT	Deferred Compensation contributions from Staff	230.00	Paid	Payroll Liabilities
<b>Total Nationwide Retirement Solutions</b>			<b>460.00</b>		
<b>Norco</b>					
Mar 2, 2022	34368751	D-Medical Oxygen USP	17.62	Paid	Materials & Services:EMS Operations:Supplies
Mar 2, 2022	34368751	Handling Charge	29.00	Paid	Materials & Services:EMS Operations:Supplies
<b>Total Norco</b>			<b>46.62</b>		
<b>Northwest Safety Clean</b>					
Mar 1, 2022	Uniform Coat	-3M reflective Carhartt coat spec: -Shoreline Carhartt Coat Size: Large -Merrowed 3M Reflective Velcro Name panel -Large Back logo -Reflective cuff stripe on sleeves -Names: Grant Caudel EMT	157.73	Paid	Materials & Services:Uniforms
Mar 1, 2022	Uniform Coat	Name strips: FF Ward FF Ramirez/EMT FF Emerson	43.50	Paid	Materials & Services:Uniforms
Mar 1, 2022	Uniform Coat	Shipping	18.01	Paid	Materials & Services:Uniforms
<b>Total Northwest Safety Clean</b>			<b>219.24</b>		
<b>OHSU Foundation</b>					
Mar 8, 2022	Conference Registration	NW States Trauma Conference , Sunriver Resort, April 27-28th, 2022.Registration for Marta McGovern-Philpott	250.00	Paid	Materials & Services:Training
<b>Total OHSU Foundation</b>			<b>250.00</b>		
<b>Oregon PERS</b>					
Mar 8, 2022	PERS - EFT	Employer Paid Contributions	4,308.12	Paid	Personnel Services:PERS

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Mar 8, 2022	PERS - EFT	Employee Paid Contributions, paid by Employer	1,084.37	Paid	Personnel Services:PERS
Mar 24, 2022	PERS- EFT	Employer Contributions	4,643.26	Paid	Personnel Services:PERS
Mar 24, 2022	PERS- EFT	Employee Contributions, paid by Employer	1,171.70	Paid	Personnel Services:PERS
<b>Total Oregon PERS</b>			<b>11,207.45</b>		

**Oregon Volunteer Firefighters Assoc.**

Mar 9, 2022	PO-0281	OVFA Conference Registration June 10,11,12 2022 for Sean Hartley, Greg Haner, Brooklyn Emerson and Elizabeth Ramirez.	1,400.00	Paid	Materials & Services:Training
<b>Total Oregon Volunteer Firefighters Assoc.</b>			<b>1,400.00</b>		

**Pacific Power**

Mar 3, 2022	24712171-001 3	Basic Charge, Load Size Charge, Demand Charge, Supply charge, Federal Tax Adjustment and Kilowatt Usage	1,897.85	Paid	Materials & Services:Utilities:Electric
<b>Total Pacific Power</b>			<b>1,897.85</b>		

**Platt**

Mar 3, 2022	parking lot light	1747901 - PRVS-C40-UNV-T3 LED parking lot light	669.52	Paid	Materials & Services:Building & Maintenance:Maintenance
<b>Total Platt</b>			<b>669.52</b>		

**Solutions Yes**

Mar 24, 2022	INV311197 - ACH	Black/White Copies	4.50	Paid	Materials & Services:Administration:C opier Expenses
Mar 24, 2022	INV311197 - ACH	Color Copies	64.10	Paid	Materials & Services:Administration:C opier Expenses
<b>Total Solutions Yes</b>			<b>68.60</b>		

**Special Districts Insurance Services**

Mar 7, 2022	03-0052514 - ACH	April OFCA Health Premium for Staff	9,924.15	Paid	Personnel Services:Employee Benefits:Health Insurance
Mar 7, 2022	03-0052514 - ACH	April OFCA Dental Premium for Staff	893.97	Paid	Personnel Services:Employee Benefits:Dental Insurance
Mar 7, 2022	03-0052514 - ACH	April OFCA Long-Term Premium for Staff	136.26	Paid	Personnel Services:Employee Benefits:Long Term Disability Insurance
<b>Total Special Districts Insurance Services</b>			<b>10,954.38</b>		

**Streamline**

Mar 8, 2022	41F663CA-0016	March Website Services	100.00	Paid	Materials & Services:Professional
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Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
<b>Total Streamline</b>			<b>100.00</b>		Services:Computer Services
<b>Sureline Broadband</b>					
Mar 7, 2022	10763	Internet/Telephone Charges	599.00	Paid	Materials & Services:Utilities:Telecommunications
<b>Total Sureline Broadband</b>			<b>599.00</b>		
<b>Systems Design West</b>					
Mar 8, 2022	20220417	EMS Billing for January 2022	550.00	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Mar 8, 2022	20220417	Postage	13.34	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
<b>Total Systems Design West</b>			<b>563.34</b>		
<b>Terminix</b>					
Mar 28, 2022	191018	Quarterly maintenance of spraying for ants, rats, etc.	100.00	Paid	Materials & Services:Building & Maintenance:Maintenance
<b>Total Terminix</b>			<b>100.00</b>		
<b>Terrebonne Hardware</b>					
Mar 17, 2022	Supplies	Plumbing part to repair ice machine hose in EMS room	5.99	Paid	Materials & Services:Building & Maintenance:Supplies
<b>Total Terrebonne Hardware</b>			<b>5.99</b>		
<b>Tom Fast</b>					
Mar 16, 2022	Reimbursement	Reimbursement of Air Fare for FDIC in Indianapolis, IN. April 25th - April 30th, 2022, for Tom Fast and Harry Ward	1,912.86	Paid	Materials & Services:Training
<b>Total Tom Fast</b>			<b>1,912.86</b>		
<b>Travis Delorto</b>					
Mar 7, 2022	Reimbursement	Reimbursement for Pressure Washer Quick Connect Fittings	41.88	Paid	Materials & Services:Building & Maintenance:Supplies
<b>Total Travis Delorto</b>			<b>41.88</b>		
<b>US Bank Equipment Finance</b>					
Mar 16, 2022	466908613 - EFT	Contract Payment on Copier Lease	139.99	Paid	Materials & Services:Administration:Copier Expenses
<b>Total US Bank Equipment Finance</b>			<b>139.99</b>		
<b>WHA Insurance</b>					

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Mar 21, 2022		Administration Fee for Health Reimbursement processing of invoices for David McDonald	25.00	Paid	Personnel Services:Employee Benefits:HRA Reimbursements
<b>Total WHA Insurance</b>			<b>25.00</b>		
<b>Wright Ford, Inc.</b>					
Mar 1, 2022	571 - 518976	Maintainance on 571: Oil Change and Lube, Multi-point inspection, Battery Check, Tire Check, Break Check - all good (Labor)	29.00	Paid	Materials & Services:Vehicle/Equipment Maintenance:516608
Mar 1, 2022	571 - 518976	Parts	34.65	Paid	Materials & Services:Vehicle/Equipment Maintenance:518976
Mar 1, 2022	571 - 518976	Oil/Grease	55.25	Paid	Materials & Services:Vehicle/Equipment Maintenance:518976
Mar 1, 2022	571 - 518976	Tax	0.41	Paid	Materials & Services:Vehicle/Equipment Maintenance:518976
Mar 1, 2022	590 / 514230	Maintainance on 590: Oil Change, Lube, Multi-point inspection, Battery check, Tire check, Brake check - all good (Labor)	29.00	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Mar 1, 2022	590 / 514230	Parts	8.95	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Mar 1, 2022	590 / 514230	Oil/Grease	26.60	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
Mar 1, 2022	590 / 514230	Tax	0.22	Paid	Materials & Services:Vehicle Equipment/Maintenance:514230
<b>Total Wright Ford, Inc.</b>			<b>184.08</b>		
<b>Your Care, LLC</b>					
Mar 2, 2022	19213	Firefighter physical for Harry Ward	300.00	Paid	Materials & Services:Wellness Program
Mar 2, 2022	19211	Firefighter physical David McDonald and Firefighter Limited Lab Panel w/PSA and Arsenic Speciation for Harry Ward	627.00	Paid	Materials & Services:Wellness Program
Mar 2, 2022	19212	CLARS SC LAB Arsenic Speciation for David McDonald	97.00	Paid	Materials & Services:Wellness Program
<b>Total Your Care, LLC</b>			<b>1,024.00</b>		
<b>Total</b>			<b>61,701.58</b>		



Sean Hartley &lt;seanh@crrfire.org&gt;

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## Questions from my Board on ambulance billing reports

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Shelley Brewington <ShelleyB@sdwems.com>  
To: Sean Hartley <seanh@crrfire.org>

Wed, Mar 30, 2022 at 3:56 PM

I recently created the attached doc that gives some educational detail about our month-end reports that you might find helpful, but I'll answer your questions below too. 😊

**From:** Sean Hartley <seanh@crrfire.org>  
**Sent:** Tuesday, March 29, 2022 7:13 PM  
**To:** Shelley Brewington <ShelleyB@sdwems.com>  
**Subject:** Questions from my Board on ambulance billing reports

Hi Shelley,

I'm in a Board workshop tonight and my Directors have some questions on the ambulance billing reports you sent to me. The questions are below:

1. **What are the amounts in the Disallowed column? Is there a way to ensure that less is disallowed?** Disallowed is the amounts that must be written off because of your contractual agreements with fee schedule payers like Medicare and Medicaid. (They are what the GEMT program is intended to somewhat compensate you for.) The only way to lower the amounts is to lower your fees, tho' I wouldn't recommend that. In fact, if you look at the 2021 ACS report I've attached, you may notice that the Disallowed percentage jumped up abruptly in July? That's because CRR made a significant fee increase at that time, but Medicare/Medicaid continued to pay at the same rates. Believe me, you're not the first client to see that column as a resource to be plundered, but no such luck!
2. **What does 'Uncollected' mean?** Uncollected are specifically Privately owed balances that we were unable to collect, or were written off to charity
3. **What does 'Pending' mean?** These are balances that we still have hope to collect on, sometimes difficult insurance payers that we're still working on, or Private balances where the patient is making small monthly payments. Some of them will become payments, but some will also fall into the Disallowed or Uncollectible columns.
4. **What can we do to improve our ambulance revenue?** In looking at your Payer Mix report, you have a whopping big percentage of Medicare patients, so there's not much you can do to get more money from them. If you're not participating in the OHA CCO GEMT program, you probably should, since almost all your Medicaid patients are with CCOs. Beyond that, I think you're doing fine, but of course, good documentation and data gathering on scene always improves your chances of successful collection. 😊 Hope that helps! Shelley

[Quoted text hidden]

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3 attachments

## Annual Collections Statistics (ACS)

The Annual Collection Statistics Report is a snapshot summary of the activity on the most recent 12 months of charges. **The data is organized by month based on date of service.** The columns are as follows:

- **Charges:** include the total amount of all charges entered into the billing application as of the date the report was run (this date is in the top left corner of the report).
- **Payments:** are the total of all payments received for each month's charges to date. The percentage represents the payment amount divided by the charges for that month (gross collections percentage). The timing of payment receipt does not impact the report.
- **Levy/FireMed (optional):** Those clients who have a Levy or FireMed program in place which covers participant's out of pocket costs will have this column included on their report. Balances which have been posted as "Paid by Levy" or "FireMed adjustment" are credited here. The percentage shows what portion of each month's charges have been credited in this way, to date.
- **Disallowed:** represents the amounts of each month's charges that have been adjusted off as contractual write offs related to payments received from Federal and State agencies like Medicare and Medicaid, and their managed care plans. They are not collectible under law.
- **Uncollected:** shows the amounts of private balances (uninsured, copays, deductibles) that have been adjusted off our books because the patient was not responding to billing efforts, at a dead end due to return mail, or waived at the client's direction. Depending on the client's policies, these balances may have been sent to a collection agency, or simply returned to the client as bad debt. The details about these balances are available in the Transaction Journal report.
- **Pending:** represents the balances remaining for each month's charges that are still being worked and which remain on the Accounts Receivable. It should be noted that the total amount shown as pending only represents the 12-month span of the report and is not the total A/R.

In summary, this report is best used to show general trends in collections and, because it does not show patient data, is suitable for public Board meeting use. When determining the overall gross collections rate, it is important to keep in mind that the percentages shown are only complete if the pending amount is close to zero. Those months with significant amounts pending should not be entered into any calculations for overall trends. Also, since the report is a snapshot in time, the data changes daily and should not be used to reconcile month end balances. The Month End Summary and Transaction Journal reports are designed for that type of use.





# 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](http://www.crrfire.org)

## Fire Chiefs Report – April 2022

- Antique Fire Truck update. The mechanic was out a week or so ago and started the process of getting the old truck started. We couldn't find the key so he will install a push button to start the truck. He got the engine to turn over. After he is done with inspecting the wiring, he will go through the fuel system.
- The Community Service Volunteer meeting went very well we have at this time 19 applications so far. Some are just community service volunteers; some are just CERT and some for both. As I talk to each volunteer, they are excited to help in anyway and are excited for the new programs we are implementing.
- Had a meeting with Dennis Senko and Jeff Sheets about National Fire Protection Association's (NFPA's) Remember When: Fire and Fall Prevention Program for Older Adults. We have a good plan to roll it out and several of our new and existing volunteers willing to help with it.
- We have all the quotes for the floor heat to switch the system from electric to gas. It has been put in the budget for capital improvement.
- The Easter Egg Hunt was a great success.
- Our banking RFP process has been completed and we have chosen a new bank. We looked at each bank's online dashboards and how it interacts with our current accounting system. We found one bank that had most of our wants and their system works very well with our accounting system. The credit card platform is also on their dashboard, so we don't have to go to 3 different websites to get information, like we do with our current bank. We have contacted all the banks who submitted RFP's and let them know they were not chosen.
- We took delivery of 500 COVID test kits from Jefferson County Public Health. If someone cannot make it to Madras to get a COVID test, then they can come here, and we will give them one.
- Last year we had 2 workman's comp claims one for a hand injury at a fire and the other was a heat related issue during training.
- The Open House on April 30<sup>th</sup> is looking good for good attendance. We are excited to hear from the presenters from COIC and the grant process, BLM on fuels mitigation and the burn plan for next fall. ODF and the Office of the State Fire Marshal office on projects here on the ranch.

Respectively submitted,

Harry Ward, Fire Chief



# CROOKED RIVER RANCH FIRE & RESCUE

## Operations Report April, 2022

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

<b>Calls by Incident Type</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
1-Fire (Building, Wildland, Vehicle, etc.)	0	0	2									2
2-Overpressure Rupture, Explosion, Overheat (No Fire)	0	0	0									0
3-Rescue & EMS	31	38	43									112
4-Hazardous Condition (No Fire)	0	0	0									0
5-Service Call	2	8	2									12
6-Good Intent Call	6	5	3									14
7-False Alarm & False Call	2	0	0									2
8-Severe Weather & Natural Disaster	0	0	0									0
9-Special/Other Incident	0	0	0									0
<b>Total Calls-To-Month End 2022</b>	<b>41</b>	<b>51</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>142</b>												
<i>Total Calls-To-Month End 2021</i>	<i>39</i>	<i>52</i>	<i>55</i>	<i>61</i>	<i>57</i>	<i>62</i>	<i>64</i>	<i>50</i>	<i>41</i>	<i>59</i>	<i>45</i>	<i>42</i>

- Auto/Mutual Aid Given/Received (year-to-date)

- Auto-Aid Given - 1
- Auto-Aid Received - 0
- Mutual-Aid Given - 4
- Mutual-Aid Received - 3

- The smoke machine has been purchased with the donated funds approved at the last Board Meeting.
- New battery-operated reciprocating saws and a circular saw have been purchased. The funds used were allocated in the current year's Fire Operations budget line item. The reciprocating saws will be placed on the ambulances. This will allow the ambulance

crews to begin patient access in a motor vehicle crash prior to a fire engine arriving. The circular saw will be placed on 521 and replaces the old gas-powered circular saw. This saw will be utilized for cutting metal roofs and doors during firefighting operations.

- Fire Med Memberships report (month-to-date):
  - Memberships renewed: 22
  - New memberships: 1
  - Non-renewals: 4

Respectfully submitted,

Sean Hartley  
Assistant Chief



Thank

Tombomb Thank  
Dear Fighter.  
Give for your  
you for your  
help to get me into  
my house after heart surgery

Thank you so much,

Rutha Fisher



8914 SW  
Pastor Dr.