

## **Board Meeting Agenda**

January 22, 2024

5:30 p.m.

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

- 1. Call Meeting to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Agenda Changes**
- 5. Minutes**
  - a. Correction of Minutes, if any – Monday, December 18, 2023.
- 6. Public Comment**
  - a. During this portion of the meeting, a citizen may speak on any subject upon being recognized by the Board President. The citizen must state their name, address, and their discussion topic for the minutes. Five minutes per person will be allowed. If a response by the District is requested, the speaker will be referred to the Fire Chief for further action. At the discretion of the Board President, the issue may appear on a future meeting agenda for Fire District consideration.
  - b. The public may observe and/or listen to the meeting virtually by using either the link or the telephone number and access code provided below:

TELEPHONE NO.: +1 (562) 247-8422

AUDIO ACCESS CODE: 337-640-923

COMPUTER LINK: <https://attendee.gotowebinar.com/register/3113819565452911192>

WEBINAR ID: 666-659-755
- 7. Financial Reports**
  - a. Balance Sheets/Combined Cash Accounts as of 12/31/2023
  - b. Ambulance Service Financial Report 01/01/23 to 12/31/23
- 8. Committee Reports**
  - a. Urban Renewal Report – Director Denstedt
- 9. Fire Chief's Report**
  - a. Monthly Report – Chief Palmer
  - b. Monthly Report – AC Jensen
  - c. Monthly Report – DC Wood
  - d. Monthly Report - DC Coleman

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

- e. Strategic Plan Update
- f. Information Sheet – Fires and Emergencies Outside of District Boundaries
- g. Other items as needed

**10. Correspondence**

- a. Thank You Letter – Flagstone Retirement

**11. Old Business**

**12. New Business**

**13. Executive Session**

Adjourn to Executive Session in accordance with ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

**14. Good of the Order**

**15. Adjournment**



**OUR MOTTO:**

*Educate, Serve & Protect*

**OUR SHARED VISION:**

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

**OUR MISSION:**

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

**OUR VALUES:**

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

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



MINUTES  
Mid- Columbia Fire and Rescue  
Board of Directors Meeting  
In Person / Virtually Held  
1400 W 8<sup>th</sup> Street, The Dalles, OR 97058  
December 18, 2023

**1. CALL MEETING TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

President Jacobs led the Pledge of Allegiance.

**3. ROLL CALL**

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

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

Others Present: Legal Counsel Andrew Meyers.

**4. AGENDA CHANGES**

Chief Palmer had no agenda changes, however President Jacobs stated he had an update on The Enterprise Zone which he would be giving during Committee Reports.

**5. MINUTES**

The minutes of the November 20, 2023, meeting stand approved as written.

**6. PUBLIC COMMENT**

None.

**7. FINANCIAL REPORTS**

- a. Balance Sheet/Combined Cash Accounts – There were no comments.
- b. Ambulance Service Financial Report – There were no comments.

**8. COMMITTEE REPORTS**

- a. Urban Renewal Report – Director Denstedt gave a report on the meeting that took place on November 21, 2023. He stated that there had been no quorum for the meeting. Director Denstedt reported on the history of the Urban Renewal board. He



spoke a great deal about whether the Urban Renewal Committee will sunset or not and asked the board for a consensus on what they would like to see happen. The board gave the consensus that they would like to see the Committee sunset. There was a lot of discussion that followed.

- b. Enterprise Zone – President Jacobs gave an update. Stated that Google money and community fees are starting to come into the taxing districts. President Jacobs stated the revenue projected to come in from Phase 1 is less then what was originally estimated.

## **9. FIRE CHIEF’S REPORT**

- a. Fire Chief’s Report – Chief Palmer asked if there were any questions regarding the staff reports that were included in the board packet. Chief Palmer did state the Paramedic program is moving forward. There are 4 in-house crew members interested in becoming Paramedics. President Jacobs handed out a news article regarding paramedic shortage, stating this is not an isolated issue. More discussion followed.
- b. Monthly Report – AC Jensen. Included in board packet.
- c. Monthly Report – DC Beckner
- d. Monthly Report – DC Wood. Included in board packet.
- e. Monthly Report – DC Coleman. Included in Board packet.

## **10. CORRESPONDENCE**

None.

## **11. OLD BUSINESS**

None.

## **12. NEW BUSINESS**

- a. Information Sheet – Appointment of Budget Officer. Director Bailey made a motion to appoint Chief Robert Palmer as the Budget Officer for FY 2024/2025. Director Schaffeld seconded. Before President Jacobs could call for a vote, Director Denstedt asked if Chief Palmer should be appointed as the Budget Officer if he plans on retiring before the FY 2024/2025. President Jacobs asked Chief Palmer if he had told him if he was retiring and Chief Palmer stated he had not. President Jacobs called for a vote; All in favor 5 Ayes, 0 Nays. Motion carried.
- b. Information Sheet – Budget Committee Member Appointment. Two of the Budget Committee members terms (Dr. John Willer and Mike Hamilton) have expired. Chief Palmer stated he had reached out to them to see if they would be interested in continuing to serve on the district’s budget committee. Each has stated they would like to continue. Director Bailey made a motion for Option 1 to appoint Dr. John Willer and Mike Hamilton to sit on the Fire District Budget Committee based upon their



previous knowledge, experience, and desire to continue to volunteer for a consecutive three-year term. Director Case seconded. All in favor; 5 Ayes, 0 Nays. Motion carried.

- c. Information Sheet – Adoption of Budget Calendar. Director Bailey stated there was a date on the calendar that was incorrect. It should be April 24, 2024 instead of April 27, 2024. Director Case made a motion to adopt the Budget Calendar with the adjustment of April 27 being corrected. Director Bailey seconded. All in favor; 5 Ayes, 0 Nays. Motion carried.
- d. Information Sheet – ASA Plan Amendment. Director Bailey had lots of concerns regarding the 6<sup>th</sup> Amendment and whether the district should sign to agreement. After much discussion and consulting with Legal Counsel Meyers, Director Case made a motion to authorize the Fire Chief to execute the sixth amendment to the contract between Wasco County and Mid-Columbia Fire & Rescue to continue providing ambulance service to ASA 2. Director Denstedt seconded. All in favor; 5 Ayes, 0 Nays. Motion carried.

**13. GOOD OF THE ORDER**

Chief Palmer reminded the board that the annual board Christmas dinner was tonight at The Bargeway Pub at the conclusion of the meeting. He also stated that the public was welcome to attend at their own expense.

**14. ADJOURNMENT**

President Jacobs adjourned the meeting at 6:37 p.m.

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Board President

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Secretary/Treasurer

MID-COLUMBIA FIRE & RESCUE  
 COMBINED CASH INVESTMENT  
 DECEMBER 31, 2023

GENERAL FUND

COMBINED CASH ACCOUNTS

01-0-1009-00	LGIP	8,399,331.71
01-0-1020-00	PAYPAL BURN PERMIT ACCOUNT	1,208.42
01-0-1025-00	COLUMBIA BANK PAYPAL ACCOUNT	.00
01-0-1030-00	CHECKING ACCOUNT	19,926.44
01-0-1031-00	CHECKING ACCOUNT	290,295.50
01-0-1040-00	PETTY CASH	125.00
01-0-1075-00	AR CASH CLEARING	.00
	TOTAL COMBINED CASH	<u>8,710,887.07</u>
	TOTAL UNALLOCATED CASH	<u><u>8,710,887.07</u></u>

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	6,914,335.56
20	ALLOCATION TO FF EQUIPMENT & SU	323,844.80
25	ALLOCATION TO FIREMED	58,765.84
30	ALLOCATION TO STACKER BUTTE	45,097.83
35	ALLOCATION TO DEBT SERVICE	345,209.18
40	ALLOCATION TO TECHNICAL RESCUE	60,352.49
45	ALLOCATION TO CAPITAL PROJECT	.00
50	ALLOCATION TO EQUIPMENT RESER	417,355.83
51	ALLOCATION TO BUILDING RESERVE	287,836.00
52	ALLOCATION TO TRAINING RESERVE	138,374.38
53	ALLOCATION TO RETIREMENT LIABILI	119,715.16
55	ALLOCATION TO BOND PRINCIPAL RE	.00
	TOTAL ALLOCATIONS TO OTHER FUN	8,710,887.07
	ALLOCATION FROM COMBINED CASH	<u>(8,710,887.07)</u>
	ZERO PROOF IF ALLOCATIONS BALA	<u><u>.00</u></u>

MID-COLUMBIA FIRE & RESCUE  
BALANCE SHEET  
DECEMBER 31, 2023

GENERAL FUND

ASSETS

10-0-1000-00	CASH ALLOCATION	6,914,335.56
10-0-1015-00	PETTY CASH	.00
10-0-1049-00	AMBULANCE	.00
10-0-1050-00	AMBULANCE A/R	.00
10-0-1055-00	AMB BILLING SERVICE A/ R	.00
10-0-1065-00	A/R AMBULANCE HOLDING	.00
10-0-1069-00	BAD DEBT ALLOWANCE	.00
10-0-1080-00	A/R TAXES - GENERAL FUND	.00
10-0-1085-00	OTHER RECEIVABLES - GF	.00
10-0-1090-00	GRANT RECEIVABLE	.00
10-0-1200-00	MISCELLANEOUS A/R	.00
10-0-1250-00	AR BILLINGS	.00
10-0-1499-00	UNDEPOSITED FUNDS	.00
10-0-1510-00	MACHINERY AND EQUIPMENT	4,163,122.84
10-0-1520-00	BUILDINGS AND STRUCTURES	3,514,225.18
10-0-1530-00	LAND AND IMPROVEMENTS	71,508.00
10-0-1600-00	AMOUNT PROV - LTD AERIAL	.00
10-0-1601-00	AMOUNT PROV - LTD BONDS	.00
10-0-1602-00	AMOUNT PROV LTD - COPIER	.00
10-0-1603-00	AMOUNT PROV - LTD LAPTOPS	.00
10-0-1605-00	AMOUNT PROV - 2005 BONDS	.00
10-0-1700-00	PREPAID EXPENSES	.00
		14,663,191.58
	TOTAL ASSETS	14,663,191.58

LIABILITIES AND EQUITY

MID-COLUMBIA FIRE & RESCUE

BALANCE SHEET

DECEMBER 31, 2023

GENERAL FUND

LIABILITIES

10-0-2010-00	GENERAL FUND A/P	.00
10-0-2010-02	AMBULANCE BILLING PAYABLE	.00
10-0-2011-00	LIFE FLIGHT A/P	.00
10-0-2012-00	RETAINAGE PAYABLE	.00
10-0-2015-00	ACCRUED COMP ABSENCE	.00
10-0-2015-01	ACCRUED WAGES	.00
10-0-2023-00	SHORT TERM HOLDING ACCOUNT	.00
10-0-2060-00	DEF REVENUE	.00
10-0-2065-00	OFFSET BEGINNING BALANCE	( 7,176,153.74)
10-0-2100-00	BONDS PAYABLE LT	.00
10-0-2105-00	PAYROLL LIABILITIES	.00
10-0-2106-00	CHILD SUPPORT PAYABLE	.00
10-0-2107-00	GARNISHMENTS PAYABLE	.00
10-0-2110-00	UNION HOUSE FUND	.00
10-0-2111-00	ADMINISTRATION HOUSE FUND	.00
10-0-2115-00	HOLIDAY BANK	.00
10-0-2120-00	SHORT TERM DISABILITY	.00
10-0-2121-00	CANCER FUND	.00
10-0-2121-01	AFLAC ACCIDENT INSURANCE	.00
10-0-2121-02	AFLAC SHORT TERM DISABILITY	.00
10-0-2122-00	ADULT/FAMILY SERVICES	.00
10-0-2123-00	CELL PHONE	.00
10-0-2124-00	MEDICAL INSURANCE	2,162.23
10-0-2124-01	DEPENDENT CARE	.00
10-0-2124-02	UNREIMBURSED MED EXPENSES	.00
10-0-2124-03	PEHP PAYABLE	.00
10-0-2125-00	PAYROLL ASSET	.00
10-0-2125-01	THE DALLES COUNTRY CLUB	.00
10-0-2126-00	OTFCU	.00
10-0-2126-01	CRBC	.00
10-0-2127-00	STANDARD RETIREMENT	.00
10-0-2127-01	TRANSAMERICA	.00
10-0-2127-02	EMPLOYEE RETIREMENT	.00
10-0-2127-03	NATIONWIDE RETIREMENT	.00
10-0-2127-04	UNITED MISSOURI BANK	.00
10-0-2127-05	FIDELITY	.00
10-0-2128-00	AMERICAN FUNDS	.00
10-0-2128-01	SAFECO/SYMETRA	.00
10-0-2128-04	NW MUTUAL DEFERRED COMP	.00
10-0-2128-05	OLIVER CAPITAL DEFERRED COMP	( 200.00)
10-0-2129-00	LIFE INSURANCE	.00
10-0-2130-00	UNION DUES	.00
10-0-2130-01	ADDITIONAL UNION DUES	.00
10-0-2131-00	FLEX-TRAN LOAN	.00
10-0-2140-00	PERS POLICE/FIRE UNITS	366.86
10-0-2160-00	WORKERS' COMP	614.34
10-0-2200-00	FEDERAL W/H TAXES PAYABLE	.00
10-0-2210-00	MEDICARE TAXES PAYABLE	.00
10-0-2220-00	STATE W/H TAXES PAYABLE	.00
10-0-2221-00	HOLIDAY ACCRUALS	.00
10-0-2222-00	EMPLOYEE DRAWS	.00
10-0-2223-00	STATE OTT TAXES PAYABLE	973.91
10-0-2224-00	OREGON PAID LEAVE PAYABLE	9,221.48
10-0-2249-00	CAPITAL LEASES A/P	.00
10-0-2250-00	CAPITAL LEASES PAYABLE LT	.00



MID-COLUMBIA FIRE & RESCUE

BALANCE SHEET

DECEMBER 31, 2023

GENERAL FUND

10-0-2251-00	AERIAL LEASE LT DEBT		.00
10-0-2252-00	AERIAL LEASE LT		.00
10-0-2253-00	COPIER LEASE LT		.00
10-0-2254-00	LAPTOP LEASE LT		.00
10-0-2255-00	BLUMENTHAL REPAYMENT LOAN		.00
10-0-2256-00	2005 BONDS PAYABLE LT		.00
10-0-2300-00	457 CLEARING		.00
			<hr/>
	TOTAL LIABILITIES		( 7,163,014.92)
	<u>FUND EQUITY</u>		
10-0-3300-00	FIXED ASSETS		.00
10-0-3381-00	INVESTMENT IN FIXED ASSETS		.00
10-0-3500-00	FUND BALANCES		.00
10-0-3551-00	PPA		.00
10-0-3552-00	GENERAL FUND	7,176,153.77	
10-0-3570-00	CAPITAL ASSETS	7,748,856.02	
10-0-3570-01	RESTATED MODIFIED CASH		.00
10-0-3900-00	RETAINED EARNINGS		.00
10-0-3999-99	UNAPPROPRIATED FUND BALANCE		.00
	REVENUE OVER EXPENDITURES - YTD	6,901,196.71	
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	BALANCE - CURRENT DATE	21,826,206.50	
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	TOTAL FUND EQUITY		21,826,206.50
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	TOTAL LIABILITIES AND EQUITY		14,663,191.58
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MID-COLUMBIA FIRE & RESCUE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
10-0-4300-00 BEGINNING FUND BALANCE	.00	4,763,407.74	4,571,157.00	( 192,250.74)	104.2
10-0-4990-00 TAXES - PRIOR YEAR	2,194.71	128,866.20	110,000.00	( 18,866.20)	117.2
10-0-4991-00 GF-INTEREST EARNED	28,657.10	106,247.90	60,000.00	( 46,247.90)	177.1
10-0-4997-00 TAXES - CURRENT YEAR	88,019.84	4,025,992.73	4,250,000.00	224,007.27	94.7
10-0-4998-00 AMBULANCE REVENUE	127,795.37	897,518.10	1,575,000.00	677,481.90	57.0
10-0-4998-01 FIRE PROTECTION AGREEMENTS	.00	.00	40,000.00	40,000.00	.0
10-0-4998-04 GEMT AMBULANCE REVENUE	2,436.00	294,078.57	505,000.00	210,921.43	58.2
10-0-4998-07 TRANSFER FROM FIREMED	.00	.00	5,000.00	5,000.00	.0
10-0-4998-08 TRANSFER FROM RET LIAB. FUND	.00	.00	91,242.00	91,242.00	.0
10-0-4999-00 GF-MISC REVENUE	14,280.91	22,798.03	104,000.00	81,201.97	21.9
10-0-4999-02 GRANT PROCEEDS	.00	.00	35,000.00	35,000.00	.0
<b>TOTAL REVENUE</b>	<b>263,383.93</b>	<b>10,238,909.27</b>	<b>11,346,399.00</b>	<b>1,107,489.73</b>	<b>90.2</b>

MID-COLUMBIA FIRE & RESCUE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN - PERSONAL SERVICES</u>					
10-1-6401-00	13,828.47	82,970.82	165,946.00	82,975.18	50.0
10-1-6402-00	12,786.38	76,718.28	153,444.00	76,725.72	50.0
10-1-6402-03	11,045.36	66,272.16	134,760.00	68,487.84	49.2
10-1-6402-04	12,542.84	75,257.04	150,521.00	75,263.96	50.0
10-1-6402-05	12,542.84	74,687.21	150,521.00	75,833.79	49.6
10-1-6403-07	5,344.61	31,558.64	63,632.00	32,073.36	49.6
10-1-6407-01	.00	.00	5,000.00	5,000.00	.0
10-1-6414-01	.00	.00	40,785.00	40,785.00	.0
10-1-6415-01	.00	.00	15,957.00	15,957.00	.0
10-1-6421-02	15,087.99	95,536.99	171,451.00	75,914.01	55.7
10-1-6421-03	1,339.14	8,013.59	16,377.00	8,363.41	48.9
10-1-6422-01	28.49	772.57	3,960.00	3,187.43	19.5
10-1-6423-01	.00	398.76	1,750.00	1,351.24	22.8
10-1-6424-01	11,169.15	72,888.65	163,100.00	90,211.35	44.7
10-1-6424-04	.00	854.00	6,000.00	5,146.00	14.2
10-1-6426-01	342.93	2,053.26	4,141.00	2,087.74	49.6
10-1-6430-01	174.49	1,439.32	3,400.00	1,960.68	42.3
10-1-6430-02	957.50	5,729.35	12,283.00	6,553.65	46.6
10-1-6430-03	3,884.89	23,256.21	47,580.00	24,323.79	48.9
10-1-6531-01	.00	2,819.71	.00	( 2,819.71)	.0
TOTAL ADMIN - PERSONAL SERVICES	101,075.08	621,226.56	1,310,608.00	689,381.44	47.4

MID-COLUMBIA FIRE & RESCUE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY - PERSONAL SRVCS</u>					
10-2-6403-02	CAPTAIN	24,674.24	171,762.54	335,000.00	163,237.46 51.3
10-2-6404-00	LIEUTENANT	21,128.59	139,831.20	297,900.00	158,068.80 46.9
10-2-6405-01	FIREFIGHTER	103,422.48	712,645.09	1,829,450.00	1,116,804.91 39.0
10-2-6405-02	SINGLE ROLE - EMS	8,897.08	75,063.78	368,000.00	292,936.22 20.4
10-2-6406-00	VOLUNTEER PROGRAM	1,895.42	6,317.45	22,250.00	15,932.55 28.4
10-2-6406-02	VOLUNTEER REIMBURSEMENT	.00	270.00	7,000.00	6,730.00 3.9
10-2-6407-00	UNIFORMS - PUBLIC SAFETY	63.52	20,992.76	43,320.00	22,327.24 48.5
10-2-6414-00	HOLIDAY	3,179.45	20,547.67	76,017.00	55,469.33 27.0
10-2-6414-01	VACATION	.00	.00	44,058.00	44,058.00 .0
10-2-6414-02	FUNERAL LEAVE	.00	1,542.26	.00	( 1,542.26) .0
10-2-6415-00	SICK OT	10,357.98	64,144.03	88,200.00	24,055.97 72.7
10-2-6415-01	SICK LEAVE REDEMPTION	.00	.00	13,000.00	13,000.00 .0
10-2-6416-01	FIRE	1,111.20	44,519.03	100,827.00	56,307.97 44.2
10-2-6416-02	AMBULANCE	11,430.95	53,889.59	86,520.00	32,630.41 62.3
10-2-6416-04	TECH RESCUE	.00	18,301.61	34,760.00	16,458.39 52.7
10-2-6416-05	TRAINING	2,368.89	34,654.63	109,201.00	74,546.37 31.7
10-2-6416-06	OTHER	6,793.47	42,613.95	76,000.00	33,386.05 56.1
10-2-6416-07	AMBULANCE STAND-BY	2,992.50	9,803.51	12,000.00	2,196.49 81.7
10-2-6417-00	FLSA	6,434.87	39,491.47	116,565.00	77,073.53 33.9
10-2-6421-00	RETIREMENT - PUBLIC SAFETY	36,605.18	245,427.27	663,205.00	417,777.73 37.0
10-2-6421-01	PEHP PLAN - PUBLIC SAFETY	3,483.73	20,097.34	52,300.00	32,202.66 38.4
10-2-6422-00	WORKERS' COMPENSATION	50.33	22,661.68	86,520.00	63,858.32 26.2
10-2-6423-00	LIFE INSURANCE	.00	3,588.84	18,128.00	14,539.16 19.8
10-2-6424-00	HEALTH INSURANCE	34,565.49	224,018.21	688,258.00	464,239.79 32.6
10-2-6424-03	OCCUPATIONAL HEALTHCARE	.00	9,155.23	47,195.00	38,039.77 19.4
10-2-6426-00	LONG TERM DISABILITY	1,507.31	8,585.69	21,929.00	13,343.31 39.2
10-2-6430-00	MEDICARE	2,876.16	20,367.34	51,905.00	31,537.66 39.2
10-2-6430-01	DEFINED CONTRIBUTION	10,606.65	67,365.86	132,600.00	65,234.14 50.8
10-2-6430-02	OREGON PAID LEAVE	702.02	5,362.77	14,500.00	9,137.23 37.0
10-2-6531-00	PAYROLL EXPENSES / SS	.00	227.23	9,600.00	9,372.77 2.4
	<b>TOTAL PUBLIC SAFETY - PERSONAL SRVCS</b>	<b>295,147.51</b>	<b>2,083,248.03</b>	<b>5,446,208.00</b>	<b>3,362,959.97 38.3</b>

MID-COLUMBIA FIRE & RESCUE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY - MATERIALS</u>					
10-3-6434-00	.00	799.00	94,046.00	93,247.00	.9
10-3-6435-00	79.62	3,582.17	6,000.00	2,417.83	59.7
10-3-6436-00	1,844.72	24,118.00	35,276.00	11,158.00	68.4
10-3-6441-00	( 1,953.60)	9,747.21	32,350.00	22,602.79	30.1
10-3-6441-01	.00	5,058.38	1,600.00	( 3,458.38)	316.2
10-3-6441-02	.00	647.43	.00	( 647.43)	.0
10-3-6442-00	122.10	1,171.91	3,600.00	2,428.09	32.6
10-3-6443-00	217.69	1,375.07	4,000.00	2,624.93	34.4
10-3-6445-01	578.94	1,306.94	1,600.00	293.06	81.7
10-3-6446-00	.00	29,546.34	75,000.00	45,453.66	39.4
10-3-6451-00	159.00	6,977.64	15,700.00	8,722.36	44.4
10-3-6453-00	383.12	17,313.68	42,500.00	25,186.32	40.7
10-3-6453-01	.00	47.66	3,000.00	2,952.34	1.6
10-3-6454-00	.00	1,774.41	4,600.00	2,825.59	38.6
10-3-6457-02	88.13	785.30	1,250.00	464.70	62.8
10-3-6457-03	.00	967.00	6,100.00	5,133.00	15.9
10-3-6457-04	.00	2,764.00	14,334.00	11,570.00	19.3
10-3-6457-05	1,095.00	1,095.00	11,266.00	10,171.00	9.7
10-3-6459-00	4,760.34	107,938.92	191,218.00	83,279.08	56.5
10-3-6461-00	11,530.00	21,530.00	22,910.00	1,380.00	94.0
10-3-6462-00	266.00	7,498.50	72,800.00	65,301.50	10.3
10-3-6462-01	13,140.66	72,131.93	166,072.00	93,940.07	43.4
10-3-6464-00	241.16	1,880.16	4,500.00	2,619.84	41.8
10-3-6465-00	1,434.09	3,147.61	16,500.00	13,352.39	19.1
10-3-6466-00	396.38	6,083.69	14,500.00	8,416.31	42.0
10-3-6467-00	968.89	9,323.63	18,028.00	8,704.37	51.7
10-3-6468-00	283.28	1,699.68	4,000.00	2,300.32	42.5
10-3-6469-00	547.07	3,622.47	6,780.00	3,157.53	53.4
10-3-6477-00	.00	6,281.00	6,275.00	( 6.00)	100.1
10-3-6479-00	.00	2,769.00	1,775.00	( 994.00)	156.0
10-3-6480-00	.00	3,000.00	22,000.00	19,000.00	13.6
10-3-6481-00	966.00	5,082.00	11,000.00	5,918.00	46.2
10-3-6482-00	5,957.35	41,134.68	95,000.00	53,865.32	43.3
10-3-6482-01	.00	1,678.54	10,560.00	8,881.46	15.9
10-3-6483-00	.00	297.00	1,500.00	1,203.00	19.8
10-3-6485-00	435.40	4,551.94	32,935.00	28,383.06	13.8
10-3-6485-01	.00	16,216.42	31,600.00	15,383.58	51.3
10-3-6486-00	59.99	2,474.80	16,400.00	13,925.20	15.1
10-3-6486-01	55.00	3,071.36	25,500.00	22,428.64	12.0
10-3-6487-00	269.57	3,492.10	19,855.00	16,362.90	17.6
10-3-6491-00	.00	12,814.06	325,000.00	312,185.94	3.9
10-3-6495-00	.00	.00	6,900.00	6,900.00	.0
10-3-6497-00	.00	.00	2,800.00	2,800.00	.0
10-3-6502-00	.00	.00	3,200.00	3,200.00	.0
10-3-6503-00	.00	.00	10,500.00	10,500.00	.0
10-3-6507-00	1,231.65	21,531.18	92,650.00	71,118.82	23.2
10-3-6508-00	.00	1,971.07	5,400.00	3,428.93	36.5
10-3-6509-00	.00	.00	33,000.00	33,000.00	.0
10-3-6510-00	60.96	4,403.71	17,154.00	12,750.29	25.7
10-3-6510-01	159.88	3,936.82	7,000.00	3,063.18	56.2
10-3-6511-00	1,080.00	1,775.00	3,500.00	1,725.00	50.7
10-3-6512-00	.00	685.94	2,372.00	1,686.06	28.9

MID-COLUMBIA FIRE & RESCUE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

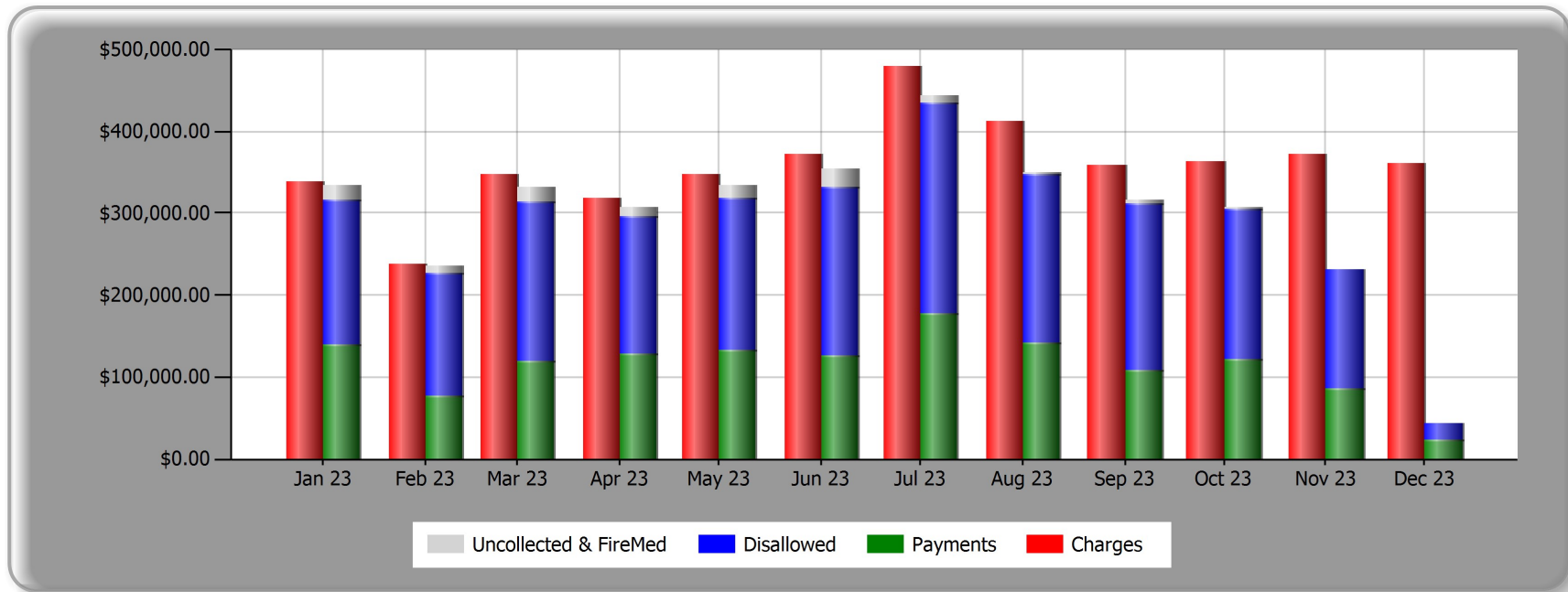
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-3-6513-00 MISCELLANEOUS EXPENSE	( 3,922.17)	928.91	7,550.00	6,621.09	12.3
10-3-6520-00 911 SERVICES	4,764.00	28,584.00	59,000.00	30,416.00	48.5
<b>TOTAL PUBLIC SAFETY - MATERIALS</b>	<b>47,300.22</b>	<b>510,613.26</b>	<b>1,719,956.00</b>	<b>1,209,342.74</b>	<b>29.7</b>
<b>CAPITAL OUTLAY</b>					
10-4-6533-00 FIREFIGHTING EQUIPMENT	.00	80,917.88	102,230.00	21,312.12	79.2
10-4-6533-01 OFFICE EQUIPMENT	.00	2,315.84	4,000.00	1,684.16	57.9
10-4-6533-05 RADIO EQUIPMENT	.00	5,729.99	6,875.00	1,145.01	83.4
10-4-6533-06 FIRE TRAINING EQUIPMENT	.00	33,661.00	36,750.00	3,089.00	91.6
<b>TOTAL CAPITAL OUTLAY</b>	<b>.00</b>	<b>122,624.71</b>	<b>149,855.00</b>	<b>27,230.29</b>	<b>81.8</b>
<b>OTHER &amp; TRANSFERS</b>					
10-6-7002-00 DUE TO FF EQUIP & SUPP	.00	.00	57,000.00	57,000.00	.0
10-6-7003-00 DUE TO BLDG RESERVE FUND	.00	.00	42,500.00	42,500.00	.0
10-6-7004-00 DUE TO EQUIPMENT RESERVE	.00	.00	419,000.00	419,000.00	.0
10-6-7007-00 DUE TO STACKER BUTTE	.00	.00	2,350.00	2,350.00	.0
10-6-7009-00 DUE TO RETIREMENT LIABILITY	.00	.00	40,600.00	40,600.00	.0
<b>TOTAL OTHER &amp; TRANSFERS</b>	<b>.00</b>	<b>.00</b>	<b>561,450.00</b>	<b>561,450.00</b>	<b>.0</b>
<b>CONTINGENCY</b>					
10-7-8000-00 CONTINGENCY	.00	.00	100,000.00	100,000.00	.0
<b>TOTAL CONTINGENCY</b>	<b>.00</b>	<b>.00</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>.0</b>
<b>UNAPPROPRIATED FUND BALANCE</b>					
10-8-8600-00 UNAPPROPRIATED ENDING FUND BAL	.00	.00	2,058,322.00	2,058,322.00	.0
<b>TOTAL UNAPPROPRIATED FUND BALANCE</b>	<b>.00</b>	<b>.00</b>	<b>2,058,322.00</b>	<b>2,058,322.00</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>443,522.81</b>	<b>3,337,712.56</b>	<b>11,346,399.00</b>	<b>8,008,686.44</b>	<b>29.4</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 180,138.88)</b>	<b>6,901,196.71</b>	<b>.00</b>	<b>( 6,901,196.71)</b>	<b>.0</b>

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

Date Of Service	01/01/23
Date Of Service	12/31/23
Invoices	0
Company	Mid-Columbia Fire & Rescue

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Jan 23	176	338,240.92	-138,835.26	41 %	-4,239.92	1 %	-177,027.24	52 %	-14,410.16	4 %	3,728.34	1 %
Feb 23	137	239,236.28	-77,573.85	32 %	-1,634.42	1 %	-149,313.69	62 %	-7,949.08	3 %	2,765.24	1 %
Mar 23	173	348,552.80	-120,840.92	35 %	-904.06	0 %	-194,215.54	56 %	-16,408.96	5 %	16,183.32	5 %
Apr 23	175	319,840.93	-129,291.12	40 %	-993.93	0 %	-168,176.35	53 %	-9,783.79	3 %	11,595.74	4 %
May 23	199	348,155.86	-133,541.63	38 %	-1,118.16	0 %	-185,364.73	53 %	-14,819.54	4 %	13,311.80	4 %
Jun 23	206	372,998.27	-126,647.19	34 %	-475.00	0 %	-204,857.27	55 %	-23,087.78	6 %	17,931.03	5 %
Jul 23	245	480,809.02	-178,923.96	37 %	-1,400.00	0 %	-257,410.52	54 %	-5,779.97	1 %	37,294.57	8 %
Aug 23	213	411,904.15	-141,288.74	34 %	-1,347.97	0 %	-207,215.69	50 %	-1.32	0 %	62,050.43	15 %
Sep 23	202	358,096.79	-108,062.59	30 %	-3,118.65	1 %	-205,099.66	57 %	-128.88	0 %	41,687.01	12 %
Oct 23	193	363,001.34	-121,773.86	34 %	-665.31	0 %	-184,385.68	51 %	0.27	0 %	56,176.76	15 %
Nov 23	200	372,340.50	-86,428.48	23 %	0.00	0 %	-145,671.41	39 %	0.00	0 %	140,240.61	38 %
Dec 23	180	361,932.55	-22,637.14	6 %	0.00	0 %	-20,766.21	6 %	0.00	0 %	318,529.20	88 %
		<b>2,299</b>	<b>4,315,109.41</b>	<b>-1,385,844.74</b>		<b>-15,897.42</b>	<b>-2,099,503.99</b>		<b>-92,369.21</b>		<b>721,494.05</b>	

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



# MCFR INFORMATION SHEET

**DATE:** January 22, 2024

**TO:** Fire District Board of Directors

**FROM:** Bob Palmer, Fire Chief

**ISSUE:** Fire Chief's Report

**ASA UPDATE PROCESS:** A draft ordinance for review by the ASA committee remains pending.

**GROUND EMERGENCY TRANSPORT (GEMT) FFS PROGRAM:** Both OR and OR GEMT applications have been submitted. Reimbursement remains pending.

## **OREGON GEMT CCO PROGRAM:**

At the last OHA check in meeting on December 7, 2023, the following information was conveyed:

OHA staff was to reach out via email with each participating provider as needed regarding any current activity to complete for the first half of 2023, with a resulting payment report, and technical assistance provided on remaining activity if needed.

Once first half of CY2023 activity is wrapped up, OHA staff will proceed to communicate via email, information of the codes and the final rates developed for second half of 2023 (which will be used with the Gainwell and OHA Business systems staff to develop the non-federal amount.

OHA staff were to reach out via email with participating providers to determine who is interested in the CY2024 program.

OHA will continue assessing CY2024 for the remainder of December and into January of next year. OHA will review provider eligibility, timelines of plans, due dates throughout 2024, updated contacts, and get ready for a checklist of requirements to ensure everyone is on the same page.

The next GEMT CCO Program Check-in meeting will be February 8, 2024 at 9am.

Topics will focus on rate adjustment follow-up with remaining activity for 2023, CCO GEMT data details, and next steps in program operations in 2024 as needed.

**STACKER BUTTE LEASE:** The main lease for the Communications Consortium is signed and finalized. I am currently working on the amendments to each tenant's sublease as well as a new sublease for Klickitat County P.U.D. The process has slowed a bit due to Captain Ekker's retirement from CRITFE.

**MID-TERM BARGAINING:** The District recently met with Union representatives in an effort to resolve the PLO tax issue. The policy remained favorable to the local, however, the employee's share of the PLO tax currently remains unsettled.

**WILDLAND RISK REDUCTION/MITIGATION PROGRAM:** DC Beckner is currently in the process of preparing for the upcoming wildland season. The District is looking for qualified engine/crew bosses and firefighters to fill the positions needed for Crew 24 for the upcoming wildland season. As with last season, Crew 24 will be engaged in both wildland response and mitigation work for the District. The District will plan to utilize other sources for mitigation work on a contract basis as we did last season.

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



**BUDGET PROCESS - FY 2024-25:** The FY 2024-25 budget is currently in process.

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

**PARAMEDIC TRAINING PROGRAM:** The Paramedic training program for the District is implemented, candidates have been selected for participation, and will commence their training shortly. DC Coleman continues to work with CGCC on to get their curriculum up and running, however, due to delays in this process, the first group of participants will attend online courses with hands on practicum as a later date.

**BANK TRANSITION:** The bank transition process is complete. There are still one or two EFT stragglers going into the Umpqua account that continue to pop up and require attention. Therefore, the checking account with Umpqua Bank will be maintained for a little longer to ensure this situation is resolved.

**FIVE COUNTY MA AGREEMENT:** I am awaiting final feedback from Hood River County. All other Counties have provided their feedback and approved of the final draft version. Once I receive Hood River County's input, each agency will submit a final version of the agreement to each agency for review and approval. Each County Fire Defense Board Chief will be responsible for obtaining signatures for each agency on the respective County signature sheet.

**ANNUAL MCFR CHRISTMAS PARTY:** The Fire District's annual Christmas Party was a great success. There was good food and everyone in attendance had a wonderful time. Congratulations to Captain Biehn (ugliest sweater); FF Madrigal (best homemade), and Amy Asher (best glitziest), for scoring wins in the ugly sweater contest.

**OUT OF DISTRICT RESPONSE:** A copy of the report regarding the circumstances surrounding an out of district response occurring on April 4, 2024 is included in your Board packet under the Fire Chief's report section.

**STRATEGIC PLAN STATUS REPORT:** A copy of the strategic plan status report is included in your Board packet under the Fire Chief's report section.

**911 STATISTICS:**

911 STATISTICS				
DECEMBER 2023			YEAR-TO-DATE	
AGENCY	CALLS	PERCENT	CALLS	PERCENT
MCFR	296	13%	3402	12%
TDPD	1331	59%	19138	63%
WCOS	641	28%	7557	25%
TOTAL	2268	100%	34792	100%

**RECOMMENDATION/ACTION:** Staff update.

# Assistant Fire Chief- Board Report

David Jensen, Assistant Fire Chief

December 2023

## Major Topics for December 2023

- Staffing

***Dual Role- 22 of 24 currently filled.***

- Of the 24 Dual-Role positions, currently 2 Firefighter/Paramedic positions are open.

***Single-Role EMS- 4 of 6 currently filled.***

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

***Single-Role Wildland-***

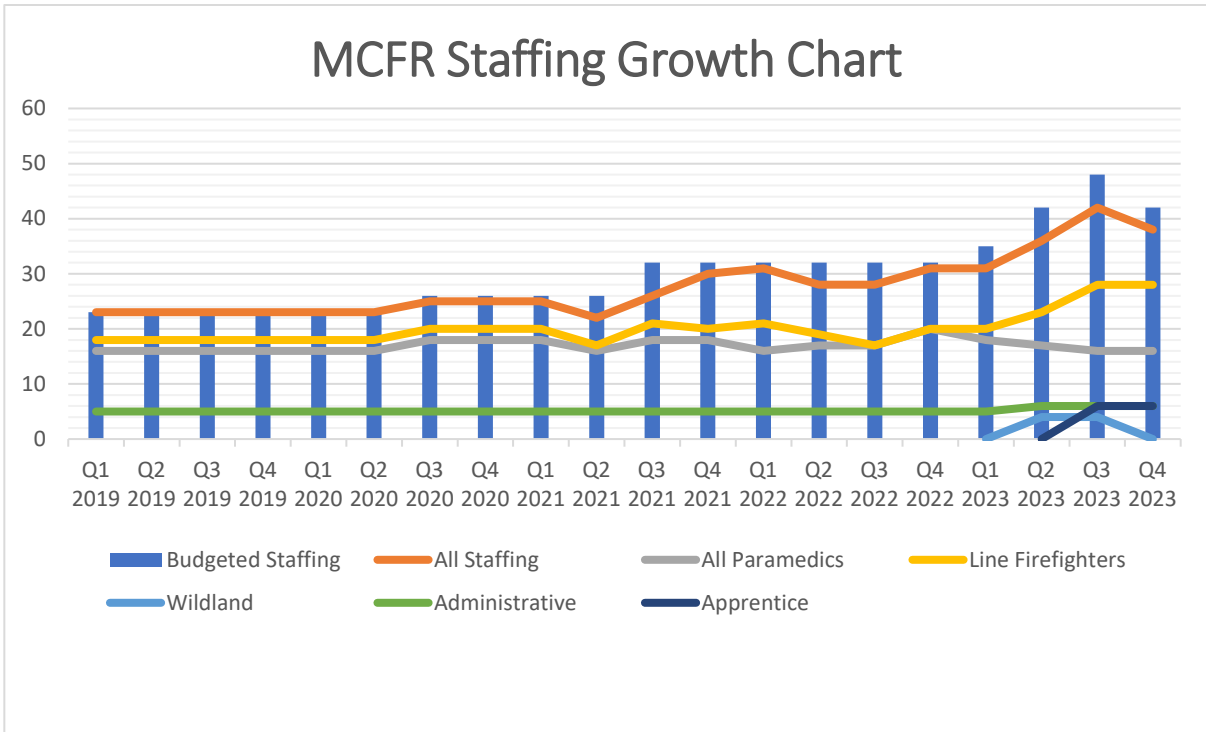
- Recruitment efforts have now begun for Wildland Season 2024 with interviews scheduled for February and March.

***Apprentices- All Apprentice Positions are Filled 6 of 6.***

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

***Administration- 6 of 6 positions filled.***

- All Administrative positions are filled.
- Chief Coleman has announced his retirement for the end of March 2024. We currently have a Division Chief list from the previous recruitment. Chief Palmer has selected our current member, Lt. Adam Cole, to serve as the next Division Chief. This does leave open a Lieutenant position which will be posted in January.



*Q4 2023 accounts for the seasonal nature of wildland staffing.*

- **Standards of Cover Update**

The large project for December and January was to continue updating the Standards of Coverage Document. Currently, I am preparing to send out and advertise a survey to our constituents regarding community expectations and community priorities. We will limit the questions so that hopefully we can solicit the most possible responses from our community. The answers will also be geographically located so we can put data to priorities based on areas of the Fire District.

The survey is based on similar community expectations questions used by other departments/districts going through the Center for Public Safety Excellence, Agency Accreditation process. Then it is catered to the services our District provides. Questions were sent to District Staff for input. A few citizens who are not at all affiliated with the District have also reviewed the survey to ensure emergency services nomenclature does not cause confusion when trying to solicit opinions for the public. Below are the questions being asked. If you have any input, please let me know before January 25<sup>th</sup> which is the goal date to send out the survey.

## Mid-Columbia Fire and Rescue, Community Expectations Surve...

This survey is intended to provide the Fire District Leadership with the community's priorities and help guide the District in future planning and goal setting.

### Address

Please provide the address you are representing within the Mid- Columbia Fire and Rescue District.

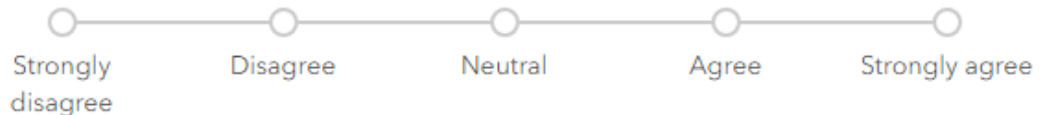
**It is important to me that the Fire District places Fire Stations to meet the travel timeframes of the national Standards.**

Please select whether you agree or disagree with the statement.



**It is important to me that emergency responders respond to emergencies within the timeframes of the National Standards.**

Please select whether you agree or disagree with the statement.



**It is important to me that the Fire District pursues staffing to the National Response Standard.**

Please select whether you agree or disagree with the statement.

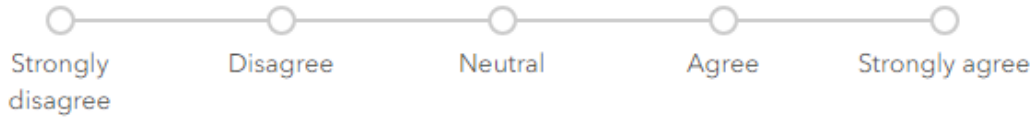
The "Nation Standard" refers to the adopted National Fire Protection Association Standard which defines response timeframes, staffing, and equipment.



**It is important to me that the Fire District is the provider of the Ambulance Service for the local area encompassing the Fire District.**

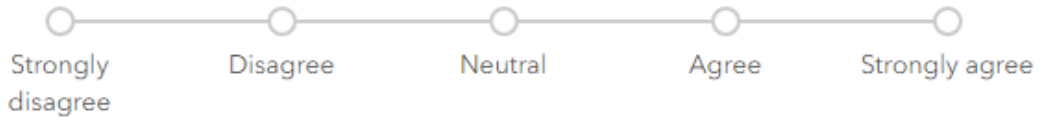
Please select whether you agree or disagree with the statement.

Mid- Columbia Fire and Rescue provides Emergency Medical Services to the Ambulance Servicing Area which incorporates The Dalles and surrounding areas. The District also provides an additional response for serious medical calls.



**It is important to me that public safety emergency services provided by the Fire District embrace the most current technologies to provide service.**

Please select whether you agree or disagree with the statement.



**Please rate how well you believe MCFR provides Structure Fire Response within the Fire District.**

This refers to fires that are not related to wildland fires.



**Please rate how well you believe MCFR provides Wildland Fire Response within the Fire District.**

This includes suppressing fires, protecting structures, and working with Oregon Department of Forestry, USFS National Scenic Area, and other Fire Districts.



**Please rate how well you believe MCFR provides Emergency Medical Response within the Fire District.**



**Interfacility Ambulance Transfer**

The Fire District is currently the service provider for patient transfers from Adventist Columbia Gorge (formerly MCMC) to Portland, Hillsboro, or Bend area hospitals.

- The Fire District should concentrate services to provide Emergency Services for Fire, EMS, and Rescue locally and not send equipment and staffing out of the District for hospital-to-hospital patient transfers.
- The Fire District should provide this service.
- I do not have an opinion on this topic.
- Other

Please rank the services MCFR provides in order of importance to you.



Fire Inspections for Businesses



Public Education



Water Rescue



Wildland Fire Emergency Response and Suppression



Emergency Medical Transport (The District operates the ambulance)



Fire Investigation



Interfacility Non-Emergency Patient Transports to Portland/Bend Area Hospitals



Structure Fire Suppression



Emergency Medical Response (The District responds to medical calls and provides emergency treatment and care)



Technical Rescue (Rope, Confined Space, Trench, Hazardous Materials, Structural Collapse, etc.)

Reset

Please rank the following topics in order of importance to you.

<input type="radio"/>	Have up-to-date, ongoing training for emergency responders
<input type="radio"/>	Provide education and prevention training for the public
<input type="radio"/>	Be Professional
<input type="radio"/>	Have well prepared and trained professionals responding to emergencies
<input type="radio"/>	Respond quickly and timely to emergencies
<input type="radio"/>	Use modern technology to fulfill the mission
<input type="radio"/>	Provide public communication during emergencies
<input type="radio"/>	Be Friendly
<input type="radio"/>	Be involved in community events
<input type="radio"/>	Be responsive
<input type="button" value="Reset"/>	

- **Technology Summit**

Division Chief Beckner and I attended the International Association of Fire Chiefs “Technology Summit” in Irving, Texas in early December. It was a very beneficial conference which covered many topics to include drone use, Records Management Software, Artificial Intelligence and Machine Learning, early fire detection and deployment technologies, apparatus pump and flow technology, geospatial tools, and many more. It was very good to become aware of new emerging technologies and to see how to best use the tools we currently have, like drones, geospatial analytics, and records management data analytics.



- **Lieutenant Recruitment**

As mentioned in the staffing report, Lt. Cole will be promoted to Division Chief following the retirement of Division Chief Coleman. The recruitment to fill the Lieutenant position will be posted in January. Division Chief Beckner is working on this recruitment and testing process.

- **Other ongoing projects/engagements:**

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

- Response Metrics

## EMS Calls for Service December 2023

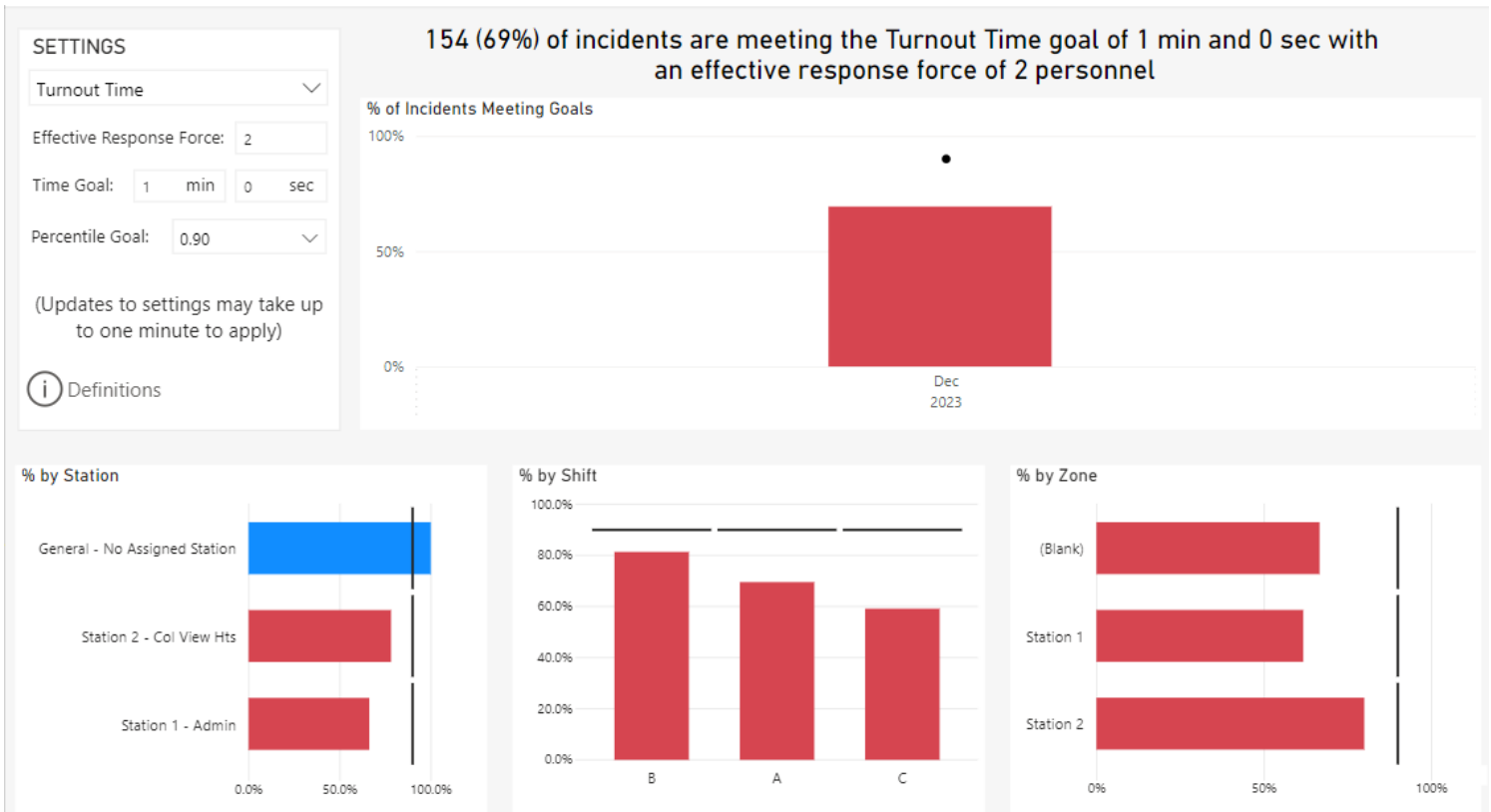
Percentage of EMS Calls Meeting 60 Second Response Compliance:

**A Shift- 69.6% up from 67.1%** **B Shift 81.4% up from 80.3%** **C Shift- 59.2% down from 64.7%** Station 1 overall- **66.3% down from 67.5%**. Station 2 overall- **78.2% up from 77%**

Districtwide **69.4% down from 70.5%** compliance

90 Percentile Turnout Time Compliance: **1:52 down from 1:53**

50 Percentile Turnout Time: **47 seconds, down from 49**



# Fire and Other Calls for Service December 2023

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

**A Shift- 81.8% up from 60%, B Shift- 87.5% up from 80.8%. C Shift- 81.8% up from 76%**

**Station 1 overall- 88.2% up from 67.8% Station 2 overall- 80% down from 81.8%**

**Districtwide 85.7% down from 71.6%**

**90 Percentile Response Time Compliance: 1:46 down from 1:55**

**50 Percentile Turnout Time: 59 seconds up from 58**

## INCIDENTS: PERCENTILE REPORT

Mid-Columbia Fire and Rescue | Last Refresh: 1/14/2024 8:00 PM

62

Incidents Filtered

49

Incidents w/a Response

42 (86%)

Incidents Meeting Goals

### SETTINGS

Turnout Time

Effective Response Force:

Time Goal:  min  sec

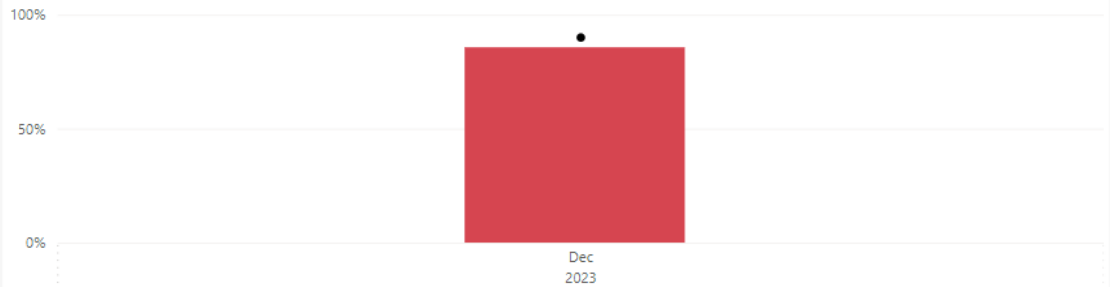
Percentile Goal:

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

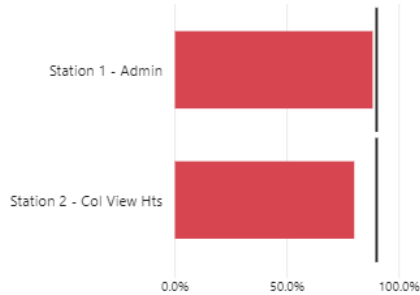
Definitions

42 (86%) of incidents are meeting the Turnout Time goal of 1 min and 20 sec with an effective response force of 2 personnel

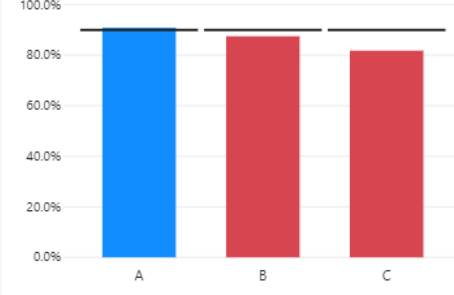
% of Incidents Meeting Goals



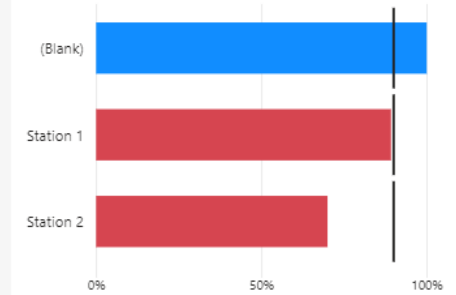
% by Station



% by Shift

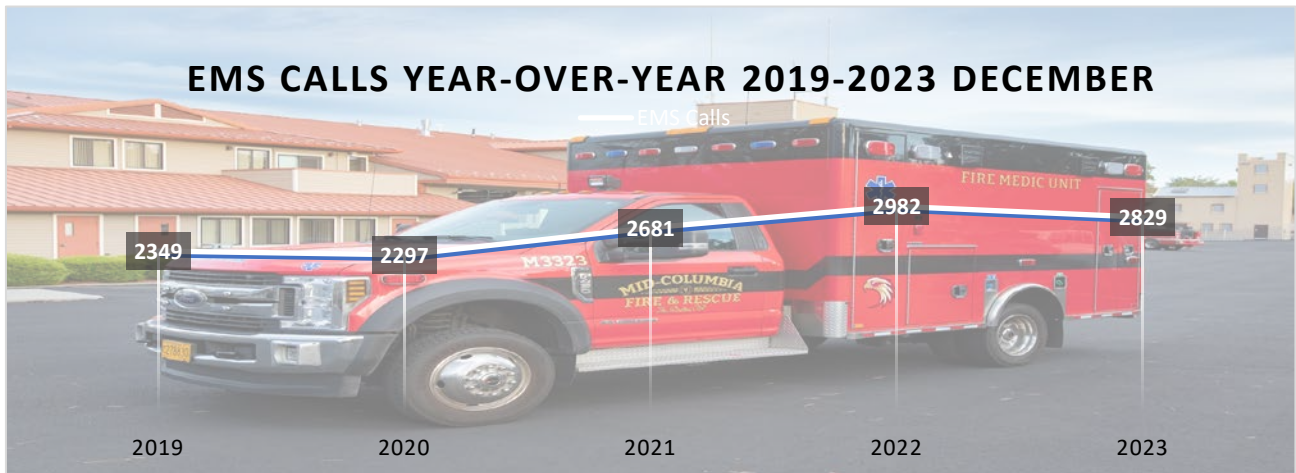
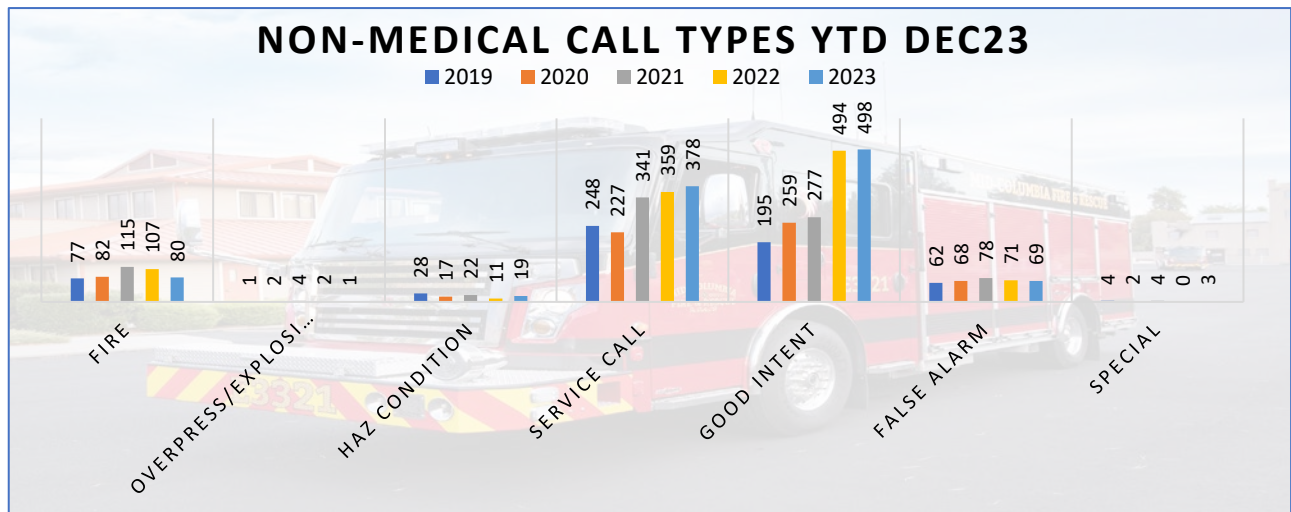
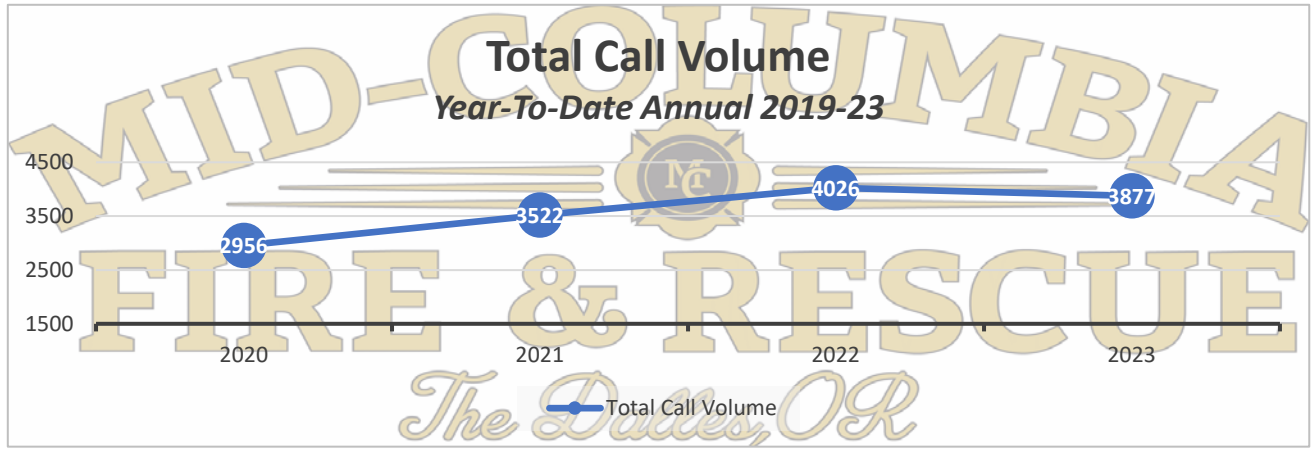


% by Zone

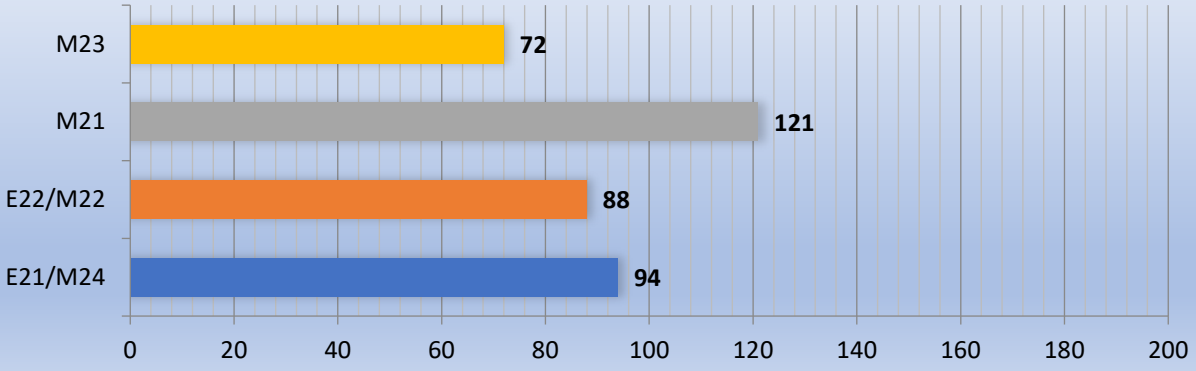


## District Response Metrics

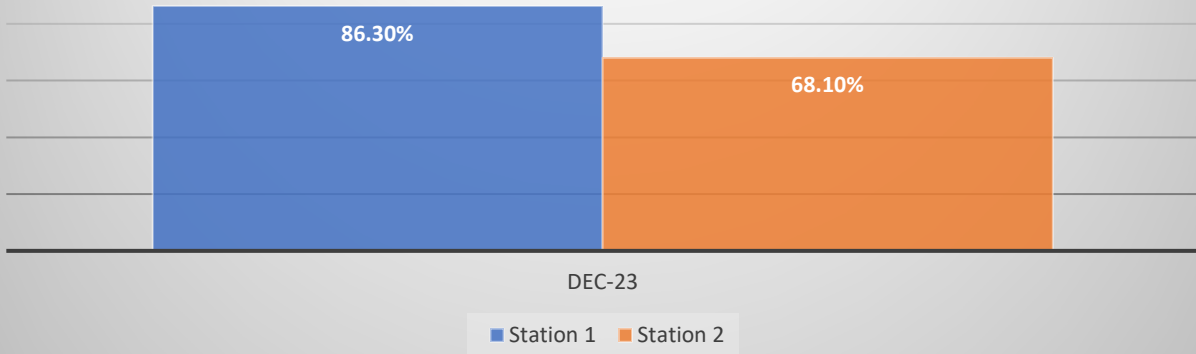
Below are the current statistics year-over-year through December, 2023



### CALLS FOR SERVICE BY APPPARATUS FOR DECEMBER 2023



### "Reliability" Percentage of Calls Handled by Station's Assigned Zone



# Board Report

Josh Beckner, Division Chief  
December 2023

December has come and gone, with that we are looking at the new year and planning ahead. We have various projects in motion and are starting to look at next year's budget. The first progress report for the Community Wildfire Risk Reduction program is complete. This report isn't due until May, however, we will continue to maintain and update as we progress forward. Moving forward progress reports are due May and December concluding in 2026. We plan to coordinate with ODF & USFS again for the coming wildland season and will meet early spring to solidify those plans as far as relationships with Crew 24 are concerned. Marketing and outreach for wildland fire mitigation will begin in February to ensure we capture about 20 more project properties. Below is a summary of the projects currently in motion or that have been completed recently as we enter the new year.

- **Programs**

- Advertising and Hiring
  - Wildland Firefighter, Wildland Engine Boss, Firefighter Paramedic & Single Role Paramedic are all open currently. Positions are listed via Government Jobs, social media and on our website @ [m CFR.org/jobs](https://m CFR.org/jobs).
  - Fleet Maintenance
  - We are working with our contracted partners to wrap up any pending work orders and planning for routine maintenance in 2024.
  - The Rehab Unit, Chevrolet pickup and the Durango have all been picked up and paid for clearing out most of the surplus items on the list.
- Facility Maintenance
  - The painting at Station 2 has been completed, signs are next up there. Station 1 signs are in place and look great.
  - Various projects, maintenance and repairs are in the planning process.
- Wildland Program
  - Please see the CWRR Program Semi-Annual Report that's attached to this report.
  - PPE/SCBA/Equipment
  - Our in-house technicians have been making considerable progress on getting our SCBA maintenance and repairs done. This is great and operationally helps to ensure we have equipment for operations and training.
  - The Breathing air compressor and turnout washer were both recently serviced for the year.
  - The majority of our structural firefighting coats, pants and helmets have now been entered into our inventory system.

- UAS Program
  - Chief Jensen and I attended a conference that highlighted the use of technology and drones in the public safety realm. The amount of information gathered, and networking we accomplished to move the program forward was amazing.
  - I'm currently attending a Program Management course to ensure our program aligns with all applicable rules, regulations, and laws.
  
- **Meetings/Training/Safety/Other**
  - Meeting with OSFM regarding CWDG-Community Wildfire Defense Grant
  - Meeting with OSFM on Wildland Preparedness Grant
  - CWPC Youth Corp end of season meeting
  - Assist DC Coleman with Apparatus Operator and Firefighter training and testing.
  - Various Staff Meetings and Weekly Planning Meetings
  - Coaching and Strategy Sessions with James Rowan
  - CGCC Meetings & Training regarding UAS Program
  - Board of Directors Meeting
  
- **Emergency Response /Staffing/ Fire Investigations**
  - All Calls – 1
  - Motor Vehicle Accidents – 1
  - Fire Response – 1
  - Fire Investigation – 0
  - Duty Officer – 5 days in December

# Mid- Columbia Fire and Rescue Community Wildfire Risk Reduction Program Semi-Annual Status Report and Financials

Reporting Period: June 2023 to December 2023

## I. Executive Summary



OSFM Project 1 (Agreement #2023-CWRR-091) awarded \$467,000.00 to mitigate fuels on community members lands by, soliciting the community, especially in the extreme risk areas of the fire district to ensure fuel loads are reduced and responding resources can adequately defend properties in the event of a wildfire.

## II. Program Overview

### Year 1 Objectives:

- Identify high risk WUI areas of the District and review historical fire data to determine the highest impact areas that frequently see fire.
- Obtain power tools and equipment for mitigation work within the defensible space project areas.
- Train crew on the proper use, maintenance, and repair of all acquired tools and equipment.
- Conduct field day training to ensure crews performing mitigation work perform with a consistent standard based on the WUI Code and defensible space requirements outlined by OSFM and MCFR.
- Utilize crew and contractors as needed to chip and haul materials away as needed dependent on worksite location.
- Perform fuels reduction work along roadways and intersections that would serve as an evacuation corridor for at-risk communities.
- Purchase two mitigation dump trailers to haul debris and materials away from worksites.



- Train crew on proper use of trailers and the hydraulic systems associated with operating the trailers.
- Conduct periodic training to expand the knowledge and skillset of the crew's performing mitigation and defensible space work.
- Participate in Community events to spread the word about the CWRR program.
- Conduct door to door canvas of high-risk areas (Chenoweth) to inform the public about the program and its benefits.
- Establish a Chipper and Hazard Tree Program
- Purchase A-Frame Signs for roadside advertising.
- Maintain a professional and inviting relationship with our community members and contractors to ensure seamless operations year to year.



Target areas or communities served:

- Chenoweth
- Rowena
- Seven Mile Hill
- The Dalles
- Areas within MCFR or 1/8 mile of protection boundary

These areas were identified after consulting with regional partners, surrounding agencies and mapping provided by the University of Oregon, Oregon State Fire Marshal, and Oregon Department of Forestry. Additionally, social vulnerability data was used to add criteria for selection.

Partnerships and collaborations

- Coordinate with ODF, USFS and OSFM on projects that align with the vision and mission of the CWRR grant. Additionally, ensuring we are not redundant in our efforts and collaborate to maximize the amount of work being done in the Columbia River Gorge.
- Perform fuels work along Memaloose State Park to ensure campers can shelter in place and evacuees from Rowena could safely be staged in the event of a fire. Additionally, this allows a fill site (Water Supply) for responding resources at the boat launch.
- Coordinate with ODOT for areas along the State Highway system and/or areas that share property lines with private landowners to perform fuel mitigation work.



### III. Progress and Achievements

- Power tools and equipment purchased.
- Field Training for crews completed.
- Begin Fuels Reduction Work June 2023
- Mitigation dump trailers purchased, and training completed on proper use.

#### A. Risk Reduction Activities

- NWYC completed Foley Lakes housing subdivision in October/November of 2023
- NWYC also completed various other properties within the district.
- Gorge Arbor Care was used for chipping and hauling debris.
- Completed 25 Site Locations June – October

#### B. Community Engagement and Education

- Participated in: City Park National Night Out, Wasco County Fair and USFS Smokey Events
- Door to Door neighborhood canvas of roughly 200 properties
- Social Media Outreach and Microsoft Forms integration
- Radio Interviews
- Various local, City, County, State and Federal Cooperator meetings

#### C. Collaboration and Partnerships

- Involvement with local, state, and federal agencies is ongoing.
- Partnership with Mosier Fire and OSFM at Mosier Town Hall Meeting
- Coordination with NRCS/ODF for Landowners with large scale acreage projects
- Collaboration with OSFM and ODF on Firewise Community Inspections
- Responded to numerous fire incidents in conjunction with ODF and/or USFS for fire suppression assistance. Performed fuels work and made areas safe for residents and roadways after response.

### IV. Challenges and Opportunities

Challenges:

- Homeowner/Property owner engagement after solicitation.
- Willingness to sign hold-harmless agreements.
- Availability of contractors and equipment and delay in contractors submitting bids.
- Scope of work wanted by property owners vs. scope of work allowed under CWRR specifications listed in defensible space requirements.
- Property line disputes amongst neighbors regarding where work can occur.

Opportunities identified for future progress:

- Using survey flags to mark out 100 ft work area for visual reference.



- Participation at community events to spread the message of Defensible Space.
- Revising our workplan to accommodate lack of contractors and performing more work with MCFR crew.
- Photos and Video of each work area and aerial documentation via UAS if applicable.
- Utilize rental equipment and vehicles to perform HIZ (Home Ignition Zone) work.
- Utilize regular career positions on overtime as approved in the grant to conduct pile burning in the winter if applicable, dependent on tactics use in remote rural areas of the district.

## V. Financial Report

### A. Budget Overview

- |  |              |
|--|--------------|
| • Overall funding for program via grant              | \$467,000.00 |
| • Remaining Funds at the end of the reporting period | \$406,110.09 |
| • Expenses to date                                   | \$60,890.00  |

MCFR Crew 24 is funded through the General Fund, mitigation work that falls outside the Grant is funded in-house.

### B. Expenditure Variances and Clarification Items

- We emailed the Grants Team and requested to update our budget lines to reflect MCFR crews performing more of the work than contractors. This was approved in the revised workplan dated October 4<sup>th</sup>, 2023, via Michelle Slay Grants Coordinator for OSFM.
- OSFM Risk Reduction Specialist Simone Cordery-Cotter advised that after consultation we can use CWRR Grant Funds for a hazard tree removal program to reduce the amount of beetle kill Ponderosa Pines within the project area. Email dated September 9<sup>th</sup>, 2023. Similarly, a chipper day's program for homeowners would be appropriate based on phone conversations.

### C. Financial Statements

- See attached budget expense report.

### VI. Looking Forward

- Increase number of projects accomplished by streamlining the process and doing work with the MCFR crew.
- Concentrating efforts in conjunction with partner agencies and teaming up on projects that share boundaries or borders.
- Increasing amount of personnel assigned to perform mitigation work.
- Scheduling regular career employees for OT shifts to perform work as outlined in the grant award.
- Increased advertising with message boards etc. to get the word out about the programs available and how to apply.

### VII. Appendices

- Supporting documents
- Additional data or statistics
- Oregon Defensible Space Handout
- Mapping handouts




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*Mid-Columbia Fire and Rescue Crew 24 responded to 13 Wildland fire related incidents during the 2023 Fire Season.*

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# Prevention Division- Board Report

Jay Wood, Division Chief

December 2023

The district had two (2) hostile fires in December 2023. A chimney fire contained to the the flue. There was smoke coming from an area that was behind the ceiling/wall, so crews had to open the ceiling/wall to find the source. The crew found smoke coming from the joint of the flue in multiple places. The second fire was a pickup fire where the driver drove to the fire station when his pickup caught fire near the fire station. On duty crews were out of the station on other calls and off duty crews that were still here after shift break extinguished the fire. The cause was undetermined. Crews also responded with Truck 21 to Frankton Road in Hood River on a Mutual Aid Request for a commercial structure fire. Total Fire Loss for December (in-district) was \$6,850 with a value at risk of \$503,350.

With the Go Live date for ESO Incident Reporting of January 1, 2024, at 12:01am, there were several items that needed to be addressed before Go Live. Many hours spent in December were dedicated to making sure the transition went off without too many hitches. For use in the field, we purchased a Microsoft Surface Tablet for each ambulance. While our preference would have been a more user friendly (IT friendly) device for field use, the only platform that is available for field use is Windows based. Crews did on-demand training to learn to use the EMS and Fire Reporting software. I then trained with each shift on items specific to MCFR. We are still waiting for the Training Tracker portion of ESO to be uploaded from Emergency Reporting. They will be moving all previous tracked training and training codes over from ER to ESO. All previous incident reporting will also be moved on to ESO in the near future. Statistics and Analytics will be somewhat limited for a little while as the transitions continue. We, as well as ESO, were focused on Incident Reporting, now we'll focus on the other items. The transition from ER to ESO has been unexpectedly more time-consuming then we first thought. Many of the settings, parameters, and lists were moved from ER to ESO, so I can't imagine starting from scratch.

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

- Site Team – 1 meeting in December. There were two minor partition applications. No issues with these as water supply and access were addressed by the applicatns at time of application. A Site Plan Review was conducted for the rebuild and remodel of a structure after a fire. No fire service issues with this rebuild as the area has adequate access and water supplies in the general area of the project.

- Site Visits – A virtual meeting with the team for the hotel remodel to discuss the sprinkler and standpipe system upgrades being completed as part of the remodel. The meeting was so that all parties are on the same page with this remodel.

**Meetings/Training/Safety/Other:**

- Various Staff Meetings and Weekly Planning Meetings.
- Coaching and Strategy Session with James Rowan.
- Project ELFF Food Drive.
- Met with a new Oregon State Fire Marshal Regional Deputy working the east side of Oregon. He'll be assisting the regular deputy with fire investigations, inspections of complex facilities and general backup. This is a new position within the OSFM.
- Meeting with Pacific Office Automation on site at Station 1 and Station 2 for physical system annual review. A few things will be updated in the near future.
- Haz Mat Drill with Pacific Coast Producers and Oregon State Fire Marshal Haz Mat teams from the Portland Metro area. Acted as the initial Incident Commander then being relieved by Chief Palmer.

**Emergency Responses/Station Staffing/Fire Investigations:**

- Fire Investigations – None requested.
- All Calls – 0, 4 total for the district.
- EMS/Motor Vehicle Accident Response – 1
- Fire Response – 0
- Duty Officer – 4 days

# Training Division- Board Report

Fred Coleman, Division Chief

December 2023

## Career Training:

- SCBA masking drills
- Hose Handling
- Virtual Skid Truck Driving (DPSST)
- Ground ladders
- Eng. Company Ops
- Psychiatric
- Neurological/Seizures
- Immunological
- Endocrine/Diabetes
- Zoll heart monitor training

## Major projects and completion status:

- Probationary training and testing for Recruit classes, 2023-01, 2023-02, 2023-02E,
- Career officer development course-in progress, ½ complete
- Working on training for dispatchers- ongoing
- Apprenticeship Program- ongoing.
- Planning for CGTA Volunteer Structure Academy- **Completed**
- Preparing for DPSST Accreditation Review- **Complete \*\***
- Planning for Irons in the Fire Conference 2024- ¾ complete
- Planning for the CGTA Wildland Academy 2024-1/2 Completed
- Planning for the CGTA wildland courses hosted at MCFR- ½ Completed
- Coordinating Skid truck Avoidance training with DPSST- **Completed**
- Work on Coordinating all hands HAZ MAT Drill for 12/13- **Completed**
- Working on Paramedic education for our EMT's- ½ completed

**\*\* DPSST Accreditation went well no problems we are accredited for 3 more years.**

- **Meetings/ Training/ District Representation**

- December 2<sup>nd</sup> CGTA FF I Academy 0830-1630
- December 5<sup>th</sup> Project ELFF 1700-2130
- December 6<sup>th</sup> Quality Assurance meeting 0900
- December 6<sup>th</sup> Meet with Pacific Coast Productions Safety Officer 1030
- December 6<sup>th</sup> Meet with Gorge Country Media PSA
- December 6<sup>th</sup> Youth Corps End of year Celebration 1500-1600
- December 7<sup>th</sup> Weekly Staff Meeting 1500
- December 7<sup>th</sup> Weekly Chief Officer Training 1530
- December 13<sup>th</sup> HAZ MAT Drill 0800-1200
- December 18<sup>th</sup> Board Meeting 1730
- December 20<sup>th</sup> CGTA Meeting Hood River 1000-1200
- December 28<sup>th</sup> Weekly staff meeting 1500

**Emergency Response and Station Staffing**

- All Calls- Rescue Response-
- EMS Response - Duty Chief Days This month 8
- MVA Response - 1
- Fire Response –

**Current Volunteer Levels and Status:**

<b>Current 2023 Volunteers</b>		
<b>Position/ Qualification</b>	<b>Number</b>	<b>Volunteers</b>
Instructor	1	Marc Crain
Support	2	Christina Buck (Medical Leave) Mark Bryan
Chaplain	2	Marilyn Roth, Paul Boehlke
Total Volunteers	5	



## Training Totals

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

- 1 12-week Apprenticeship FF I, FF II Academy
- 9 Career Dual Role Academies
- 2 NFPA Driver
- 8 Career Single Role EMS Orientations
- 1 Career Single Role Wildland Academy
- 3 + 1 Volunteer Structure Academies with CGTA
- 4 Wildland Academy S-130, S-190 Field Day With CGTA
- 2 S-290 Intermediate Wildland Fire Behavior with CGTA 22 students
- 3 S-230/S-231 Crew/Engine Boss 49 Students
- 2 S-215 Wildland Urban Interface FF 43 students
- 1 S-219 Firing Operations 28 students
- 4 S-131 Wildland Firefighter type I
- 1 FI 210 Wildland investigation class
- 1 S-330 Strike Team Task Force Leader
- 120 Students for Nozzle Forward Class
- 40 students Irons Ready Forcible Entry
- 20 students Fire Ground Survival
- 80 students Art of Reading Smoke
- 1 Fire Officer I class 8 students.
- 2 Structure Firefighter II Academy 11 students
- 1 NFPA Fire & Emergency Services Instructor I- 8 Students
- 2 NFPA Ropes I & II – 32 Students total

**We have certified the following:**

1 Fire Officer I

4+**1** NFPA Fire & Emergency Services Instructor I

3 NFPA Fire & Emergency Services Instructor II

4 DPSST Live Fire Instructor

4 DPSST Live Fire instructor in charge

11 + **1** NFPA Driver

13 Vol FF I Structure

6 Vol FF II Structure

8 +**1** Career FF 1

3+ **1** Career FF II Structure

74+**1** Career/Vol Wildland FF type II

54 Career/Vol Wildland FF type I

4 Engine Boss

21 Career Apparatus Operator Eng., Water Tender, Wildland Type's III, VI

21 Aerial Operators

18 + **2** NFPA Ropes I & II

8 NFPA Common Passenger vehicle awareness level

8 NFPA Common Passenger Vehicle Operations Level

6 +**2** NFPA Common Passenger Vehicle Technician Level

**Bold** = Additions for the reporting month.

**2018 - PRIORITY PLANNING PROGRESS CHART**

<b>G-1.1: Create a sound and sustainable budget for the future growth.</b>			
<b>OBJECTIVES:</b>	<b>ASSIGNED</b>	<b>STATUS</b>	<b>COMMENTS</b>
<b>PO-1-1:</b> Provide a balanced budget, maintain fiscal responsibility, and comply with Oregon Revised Statute.	Palmer	Ongoing for duration of plan.	The FY 2024-25 budget is in process.

<b>G-2.1: Build upon the relationships we have, work on those relationships that require more effort, and look for opportunities to nurture future partnerships.</b>			
<b>OBJECTIVES:</b>	<b>ASSIGNED</b>	<b>STATUS</b>	<b>COMMENTS</b>
<b>PO-2.1:</b> Maintain and update current partnerships and agreements with regional and local emergency services.	Palmer	50%	Cooperative agreements (MA and AA) are currently being addressed.
<b>PO-2.2:</b> Engage relationships with Oregon State Fire Marshal's office to influence funding and programs made available with WUI legislature.	Palmer/ Wood	100%	As of April 2023, four seasonal wildland FF's (Crew 24) were employed by the Fire District. A WL mitigation grant was approved by the OSFM in May 2023 and is being administered by DC Beckner.
<b>PO 2.3:</b> Innovate and pursue programs in cooperation with local, state, and federal agencies to offset expenditures of Fire District programs.	Palmer/Jensen	100%	In May 2023, grant funding for the FF apprenticeship program was approved. A 12 week recruit academy for 6 FF's commences on July 10th. The WL capacity grant was also approved May 2023 providing funding for upstaffing during the WL season.
<b>PO-2.4:</b> Develop the capacity to participate in State mobilizations.	Palmer/Jensen	90%	As of January 2023, our dual-role FF staffing increased from 21 to 24 positions and effective July 10, 2023, we employed six FF apprenticeship positions. This is a 28.5% increase in dual-role staffing which enhances our flexibility in participating in State mobs.
<b>PO-2.5:</b> Develop reliable and constructive communication between MCFR and all local government entities to facilitate consistent, open, and positive relationships.	All Staff	100%	As of the adoption of this strategic plan, all of staff has made a concerted effort to enhance relationships with local government and partner agencies. This is an ongoing effort which we will continue to work on and monitor.
<b>PO-2.6:</b> Provide annual service update to community partners, internal members, and the community at large.	Palmer/Jensen	75%	Service level data is currently being pushed out both internally and externally through the Board report. The transition to a new CAD system will provide a more comprehensive, reliable and efficient database.
<b>PO-2.7:</b> Meet and ensure compliance with collective bargaining contractual obligations.	Palmer/Jensen	100%	The CBA was ratified in December 2022 and will expire in June 2025. Mid-term impact bargaining was settled for the FF Apprenticeship program. We are currently bargaining the impact of PLO. CBA compliance is an ongoing process to ensure positive working relationships.
<b>PO-2.8:</b> Develop consistent communication channels with the local, regional, and state health care community to enhance relationships and to stay informed on evolving community needs.	Jensen	100%	As of January 2023, channels are 100% open and our administrative relationships have improved on the local level. MCMC has also communicated they feel our relationship has improved greatly. We remain very active in ATAB #6 and continue to have a bi-weekly meeting with our regional health care facilities, EMS partners, and Oregon Health Authority. Our goal is to be a cooperative partner regionally and maintain good policy in balancing current emergencies while preparing for and maintaining adequate service levels for the next emergency. Our mission is openly conveyed with our health care partners who's sole focus is healthcare related emergencies.

<b>G-3.1: Protect our community from fire, medical and other emergencies through targeted and forward thinking CRR (Community Risk Reduction) measures.</b>			
<b>OBJECTIVES:</b>	<b>ASSIGNED</b>	<b>STATUS</b>	<b>COMMENTS</b>
<b>PO-3.1:</b> To provide fire safety and other public education to the community.	Wood	100%	We attend scheduled events with advanced notice as well as events that are one-off to engage the public and provide fire and life safety information. Ongoing program.
<b>PO-3.2:</b> Work with regional partners to provide education for community risk reduction.	Wood	100%	We are part of the Mid-Columbia Fire Prevention Co-Op and attend events as needed. Attend meetings. Ongoing program.
<b>PO-3.3:</b> Develop new and innovative methods to educate the public in community risk reduction activities.	Wood	100%	The Fire Prevention Week Theme for 2023 will be announced soon (7/23). Once announced, a plan will be developed to deliver public education to schools. Schedule will be developed shortly after school starts. Ongoing program.
<b>PO-3.4:</b> Provide response personnel with the information needed to mitigate an incident at commercial and residential occupancies throughout the Fire District.	Wood	100%	This includes: Company Inspections, Pre-Incident Planning, Fire Investigation (to stop future fires) and general public encounters such as Smoke Alarm Inspection/Installs, Pub Ed events, etc. Ongoing program.
<b>PO-3.5:</b> Ensure that commercial occupancies within the Fire District operate in a safe manner to protect life and property.	Wood	100%	Prevention Division Inspections, Company Level Inspections. Ongoing program.

<b>PO-3.6:</b> Investigate programs to reduce the risk of wildland fires within our Fire District.	Wood	100% January 2023	SB762 has impacted wildfire risk reduction and more info is pending in 2023. Risk Maps are pending (7/23)
<b>PO-3.7:</b> Investigate the origin and cause of all fires within the Fire District.	Wood	100% October 2022	8 District personnel (3 Chiefs, 2 Officers and 3 Firefighters) attended Wildland Fire Investigation Training. This will greatly increase our accuracy in determining wildland fire causes to reduce future ignitions. All fires are investigated to provide most likely fire cause.
<b>PO-3.8:</b> Provide innovative public outreach campaigns to minimize loss of life and property.	Wood	100%	Work with schools, social media and the Prevention Co-Op as well as attend public events. Ongoing program.

<b>GOAL 4.1: Provide and maintain competently trained and skilled personnel which deliver fast efficient response services.</b>			
<b>OBJECTIVES:</b>	<b>ASSIGNED</b>	<b>STATUS</b>	<b>COMMENTS</b>
<b>PO-4.1:</b> To provide quality, cost-effective training, and development designed to increase individual, and organizational productivity, enhance knowledge, develop skills, and enrich the organization.	Coleman	100%	This is an ongoing process that was started several years ago and continues. We are very active in classes offered to our personnel as well as our partner organizations. We have added live fire props to our training grounds and continue to look for ways to improve our training facilities and our instructors.
<b>PO-4.2:</b> To continue our efforts to increase the number of certified, trained, and competent emergency responders within the Fire District and to market our program within the community.	Coleman	100%	We have trained and certified numerous personnel in the region over the last 3 years and continue to be the leaders in education. <b>73 WF type II 54 WF type I 4 Eng. Boss, 22 FF I 9 FF II 21 AO's 21 aerial op 20 NFPA Rope I &amp; II 1 Fire Officer I, 5 NFPA instructor I, 3 NFPA instructor II, 8 NFPA common passenger vehicle rescue technician.</b> In the up coming year we will continue to offer classes to allow our personnel to advance their knowledge . Our apprenticeship program is full with 6 personnel enrolled and attending classes.

<p><b>PO-4.3:</b> Evaluate current fire station locations with response data and risk analysis to determine data-driven needs for future fire stations.</p>	<p>Jensen</p>	<p>70% complete</p>	<p>As of April 2023, Staff commenced researching time related data relative to station locations. This GIS information is overlaid with actual demand and response type data. The goal is to get the right resources on scene within established NFPA time standards to provide a positive outcome. The location providing the greatest benefit to serve our community must be determined. We plan to have this process completed by the end of CY 2024. Once this is accomplished, land availability will be assessed.</p>
<p><b>PO-4.4:</b> Collect, analyze, and openly report response data based on Fire District policy to internal customers.</p>	<p>Jensen</p>	<p>90% complete</p>	<p>Many data points are used to evaluate our response and deployment. With the upgrade in RMS by the end of 2022 and the implementation of a new CAD system by the end of 2024, the final data points will be readily accessible.</p>



<b>G-5.1: Ensure that equipment, apparatus, and facilities are properly maintained and updated to provide reliable and dependable response services.</b>			
<b>OBJECTIVES:</b>	<b>ASSIGNED</b>	<b>STATUS</b>	<b>COMMENTS</b>
<b>G-5.1:</b> Ensure that equipment, apparatus, and facilities are properly maintained and updated to provide reliable and dependable response services.	Jensen	100%	This objective was implemented in the FY 2022-23 budget and will continue in perpetuity for consecutive budgets. The fleet capital replacement is being funded as scheduled and will be ongoing.
<b>PO-5.2:</b> Establish a comprehensive maintenance program which maintains the operational fleet in response ready condition.	Jensen	80%	Our current struggle is finding reliable, qualified, and available mechanics to work on our apparatus. Captain Blumenthal and DC Beckner have taken on coordination of vendors and keep ing a more reliable system with the vendors we do have. Progress is being made.
<b>PO-5.3:</b> Continue to maintain facilities in a safe and operational status.	Jensen	On schedule	Facilities are being updated as per the capital improvement schedule.
<b>PO-5.4:</b> Establish a comprehensive maintenance program which maintains equipment to Fire District standards.	Jensen	90%	As of January 2024, Chief Beckner has been coordinating and working with many department personnel to ensure maintenance and checks are being conducted in a thorough and timely fashion. Chief Beckner is making great progress.

<b>G-6.1: Keep pace and expand with community needs and growth to maintain our commitment to meeting the Fire Districts mission.</b>			
<b>OBJECTIVE:</b>	<b>ASSIGNED</b>	<b>STATUS</b>	<b>COMMENTS</b>
<b>PO-6.1:</b> Pursue an effective fire fighting force based on Fire District historical and projected data to improve the ISO Public Protection Classification.	Jensen/Palmer	75%	In November 2022, tax revenue was deemed sufficient to add three new dual-role FF's. In July 2023, six FF apprentices were employed through an OSFM grant program. Overall, a 28.5% increase in staffing levels. We will continue our pursuit of this objective throughout the life of the strategic plan.
<b>PO-6.2:</b> Establish a seasonal wildland response force to meet the intent of becoming the foremost wildland firefighting Fire District in Eastern Oregon.	Palmer/Jensen	100%	It was our intent to hire a seasonal staff of WL FF's for the summer season of 2022 through an OSFM grant award. This did not occur due to an unforeseen issue. In April 2023, four WL seasonal FF's (Crew 24) were employed for the 2023 WL season and are an invaluable component of our workforce.
<b>PO-6.3:</b> Enhance the Fire District's pre-hospital response system to become the preeminent EMS agency in the State of Oregon.	Jensen	100%	For CY 2022, current response times exceed Oregon Health Authority and County ASA rules. The Cardiac Survival rate in 2021 exceeded State and National rates as well. We are still finalizing data for CY 2022. In the future, data will be conveyed through the District's annual service level report.

<p><b>PO-6.4:</b> Study and implement competitive compensation and benefit packages to attract and retain quality personnel.</p>	<p>Palmer</p>	<p>100%</p>	<p>In April 2021, adjustments were made to the Office Manager and Chief Officers salary scale and incorporated into Employee Handbook. The Fire District concluded bargaining a successor contract with the Local in December 2022 which included an equitable wage and benefit package. the Admin. wage scale was adjusted accordingly to resolve disparity between steps.</p>
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<b>G-7.1: Continuity of operations for the Fire District is maintained through emergency operations and succession planning.</b>			
<b>OBJECTIVE:</b>	<b>ASSIGNED</b>	<b>STATUS</b>	<b>COMMENTS</b>
<b>PO-7.1:</b> Maintain and update a standards of cover plan based on changes to occur within the Fire District.	Jensen	60%	The SOC is currently in the process of being updated and redrafted to match the standard format and contents of the Center for Public Safety Excellence. During this quarter we will be conducting our community expectations survey and staffing needs assessment.
<b>PO-7.2:</b> Develop a continuity of operations plan.	Jensen	25%	Preliminary research and scope for this plan is complete and the first draft is in progress. This project will follow the completion of the SOC.
<b>PO-7.3:</b> Establish an administrative staff succession plan for anticipated retirements.	Palmer	100%	As of December 1, 2022, the succession plan is complete and is implemented.
<b>PO-7.4:</b> Develop an officer training plan to prepare employees for promotional opportunities.	Coleman/Jensen	90%	This is an ongoing process, we are currently offering all classes and educational needs to have the abilit to promote within the District.

# MCFR INFORMATION SHEET

**DATE:** January 22, 2024

**TO:** Fire District Board of Directors

**FROM:** Bob Palmer, Fire Chief

**ISSUE:** Fire and Emergencies Outside of District Boundaries

**SYNOPSIS:** This informational report has been prompted by the dispatch, District response of resources and public comment associated with the recent fire incident occurring at 2445 Lower Eightmile Road.

**BACKGROUND:** On January 4, 2024, at 4:14 hours, MCFR was dispatched to a structure fire located at 2445 Lower Eightmile Road. The residence was occupied by Grayson and Kelsey Wallace. The owners of the residence are Steve and Amy Sugg. The affected property is not located within the Fire District's jurisdictional boundary, however, when Central received the 911 call for this address the dispatcher proceeded to dispatch a first alarm assignment to this location. It was later determined that the dispatcher inadvertently thought there was a fire protection contract in place for this property.

Policy 3.11 of the Board Policy manual outlines the procedure for Fire and Emergencies Outside Fire District Boundaries as noted below:

*It is the policy of the of the District that the District's personnel, equipment, and material will not respond to a fire outside the boundaries of the District except if:*

- 1. The District has an out of District written agreement for mutual aid or automatic aid.*
- 2. When on property owned by a person with whom the District has entered a written agreement for the fighting of fires as provided for under Policy 3:10 – Out of District Contracts.*
- 3. Emergencies outside the District may be responded to when it is determined to be in the best interest of the District. Such best interests are to be determined in the judgement of the Fire Chief, or in his absence, his designee. Example: Mid-Columbia Fire and Rescues property being threatened by a fire outside of the District's boundary.*

Note: A second example where the District may respond to a fire incident would be in the case of reported trapped occupants.

4. *When the State Fire Marshal has activated the Emergency conflagration Act (ORS 476.510 to 476.610) it shall be the policy of the District to follow the State Mobilization Plan as prepared by the State of Oregon.*

Upon being dispatched E-22 initially responded to the call, followed shortly by E-21, and DC Wood. Upon being alerted by pager, DC Wood looked at the map and determined that the address was outside the district boundary. He immediately called dispatch by phone to inform them that this address was outside the district and to stand down E21 but have E22 continue to assess if rescue was needed. Upon arrival, E-22 reported the structure to be ¼ involved. Upon confirming there were no occupants inside the structure, E-22 proceeded to stretch handlines to attack the fire and expended their 750-gallon water supply before they were able to completely extinguish the fire. At this point E-22 requested a water tender be dispatched to the scene. Due to the location of the structure in unprotected lands, DC Wood informed dispatch to not dispatch a water tender. Other responding resources were returned as well. DC Wood arrived shortly after and briefed with E-22.

Chief Palmer contacted DC Wood by cell phone for an update on the situation. After a brief discussion, Chief Palmer responded to the scene. Upon arrival, Chief Palmer briefed with DC Wood. Chief Palmer concurred with DC Wood that it would be best to hold resources at their respective stations within the District. After briefing with DC Wood, Chief Palmer had brief discussions with Chris Shanno, Steve Sugg, Amy Sugg, Kelsey Wallace, and Delaney Shanno at which time District resources on scene were requested by the residents and bystanders to leave the property.

Before leaving the scene, Chief Palmer contacted Board President Jacobs to brief him of the situation. President Jacobs concurred with the decision to disengage from the incident.

To summarize, the incident was located outside of the Fire District's protection boundary. E-22 responded to the scene, along with DC Wood, duty officer at the time, and Chief Palmer. Upon confirming there were no trapped occupants or life threats, E-22 proceeded to attack the fire and protect exposures until their water supply was exhausted. Because the property lay outside of the District's protection boundary, all other responding resources were returned to quarters by the duty officer. Because there was no current fire protection contract in effect, committing any further resources to the incident was not in the best interest of the District and was determined to be an unacceptable risk to the District and its patrons.

Historically, there have been past instances where the District has either been requested by a property owner, inadvertently responded to an incident, or has been mistakenly dispatched outside of the District's protection area. Due to the political issues and risk arising from such instances, MCFR Directors updated

Board Policy to clarify Fire and Emergencies occurring outside of MCFR's jurisdictional boundaries. In the case of this incident, had it been confirmed that an occupant was trapped, or a life was threatened, the District would have responded with resources accordingly to protect life and addressed the cost of the response later. Once it had been confirmed that no life threat existed, personnel did attempt to extinguish the fire but ran out of water. The duty officer, upon weighing the risks involved with committing more resources, decided to disengage resources and return to quarters.

To provide further background on this property, there had been a long-standing fire protection contract in place until the agreement expired at the end of December 2019. During the Substation fire, the District met its obligation to protect this same property based on the existence of such a contract at the time of this incident. For reasons unknown to the District, the property owner chose not to renew the contract. The reason later became known during this recent incident. Once such a contract expires or is not renewed, the District must consider the risk versus the benefit of responding outside of the District's boundary. Additionally, command staff does not have the authority to commit resources to an incident outside of the District boundaries unless the response meets the criteria set forth in Board Policy 3.11. Therefore, resources were disengaged from the scene and directed to return to quarters as required by District policy.

During the morning of the fire incident, Mr. Sugg approached Chief Palmer asking if we, the Fire District, were going to do anything. Mr. Sugg stated that he pays his taxes. Chief Palmer clarified that no taxes paid by the property owner apply to this particular property as it is located outside of the Fire District boundary. Mr. Sugg then stated, "we pay for an assessment fee." Chief Palmer again clarified, "not to the Fire District." During the conversation, Chief Palmer tried to explain that if a fire protection contract were in place for this property, they would have received fire protection. Mr. Sugg stated that "it was cost prohibitive." At this point, the conversation concluded, and Mr. Sugg walked away.

At an Officers meeting that took place on Monday June 7, 2021, Chief Palmer informed the District leadership present that there were no more fire protection contracts currently in effect. The following Staff members were present:

Chief Palmer, Assistant Chief Jensen, Division Chief Coleman, Division Chief Wood, Captain Steve Brown, Lt. Joel Brown, Lt. Curt Mason, Lt. Eric Blumenthal, and Office Manager Stephanie Ziegler. Members absent were Captain Nick Ryan and Captain Steve Biehn. Minutes of the meeting are disseminated to officers for their review and to brief their crew members. An excerpt from the meeting addressing this topic is noted below:

“Chief Palmer advised that there are no more fire protection contracts. We will not respond to any areas that are not in our district unless there is a special circumstance. In this case, it will be up to the duty officer. Celilo Village is not in our District as well; however, we will respond MA to that area under the coop agreement with USFS. Lt. Brown would like DC Coleman to provide more training on mutual aid. Also noted that Dispatch needs more training.”

On Monday, July 24, 2023, Chief Palmer received the following e-mail inquiry, from Mr. Sugg:

**From:** [steve.sugg](#)  
**To:** [Bob Palmer](#)  
**Subject:** Fire protection services  
**Date:** Monday, July 24, 2023 6:46:28 PM

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Robert Palmer,

Hi this is Steve Sugg at 2445 8-mile rd, The Dalles, Oregon and I am wondering if Mid-Columbia Fire @ Rescue still provides fire protection services at our property. I came across a 2019 Fire protection contract but cannot remember if there is a contract for 2023. I know in years past that we paid a fee for services from Mid-Columbia Fire and Rescue, and I am just checking on the status of this service. I came by your office today and they told me to email you.

Thank you, Steve Sugg



On Thursday July 26, 2023, Chief Palmer responded to Mr. Sugg's e-mail inquiry with the following e-mail:

**From:** [Bob Palmer](#)  
**To:** [steve.sugg](#)  
**Cc:** [David.Jacobs](#)  
**Subject:** RE: Fire protection services  
**Date:** Wednesday, July 26, 2023 5:11:00 PM

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Hi Steve,

I apologize for the delay in getting back to you. Lots of office stuff to deal with. In reference to your question below, all of the fire protection contracts that were previously in place were not renewed by the property owners for one reason or another. Upon the final contract phasing out, the Fire District Board concurred that contracts of this nature would need to be in the best interest of the District and our taxpayers. It is the policy of the Board to consider requests for contracted services. Each request for contracted services outside the District would be considered on an individual basis when the Board determines that it is in the best interest of the District to contract for such services.

The fee schedule is determined on an individual basis by applying the District's current tax rate on the assessed value of the structures with a minimum annual contract fee determined by the Board. In addition to the contract fee, the property owner shall pay the cost of manpower and equipment at a rate consistent with the Oregon State Fire Marshal's Mobilization Plan.

Additionally, as the District's call volume continues to increase, we would also need to assess whether it would be in the best interest of the community to add on such a contract which, if an incident were to occur, may potentially leave the patrons of the District under or unprotected during the response. All that said, if you would like to request contracted services from the Fire District, I would need an official request in writing to take to the Board to include a plot plan of the property you are requesting to be protected along with the assessed value of all structures located on the property. I would draft a report to take to the Board of Directors for their consideration. The issue would be placed on the agenda for a scheduled meeting of which you would be invited to attend. I have copied our Board President to keep him informed of your inquiry as well. If you have any questions, please do not hesitate to contact me.

Chief Palmer

On July 26, 2023, the District provided instructions to Mr. Sugg on how to apply to re-establish the fire protection contract and did not hear back. If such a request had been submitted, it would most definitely have been forwarded to the Board for their consideration.

It is unfortunate that anyone should have to experience such a devastating event. Our hearts go out to the property owners and occupants for having to endure the loss of their residence and its contents. Fortunately, nobody was physically injured as a result of this incident. As a Fire District, we do our best to educate community members and District patrons as to the hazards of fire and how to best prepare and protect themselves, their home, and its contents from such an event. If someone lives or owns property outside of MCFR's boundary, it is

important to know that a fire response is unlikely unless a special circumstance should arise.

**BUDGET IMPLICATION:** An incident of this nature can take up to a minimum of four hours to abate. Response would include exposure protection, fire attack, overhaul, salvage, ventilation, securing the site, cleanup and placing apparatus back in service. All safety parameters must be followed. Based on mobilization plan rates, the cost recovery associated with such an incident is estimated below:

3 Type I Engines at \$100/hour each: \$1200.00  
2 Type I Tenders at \$70/hour each: \$560.00  
2 Command Staff at \$35/hour each: \$280.00  
1 ALS Medic at \$55.00/hour each: \$500.00  
Station Backfill: Minimum staffing of 5 personnel at \$40/hour each: \$800.00  
Total cost: \$3340.00

From a risk management perspective, there is also the potential for a concurrent incident of similar complexity that could take place while resources are committed outside of the District. The District was dispatched to two emergent EMS calls in close proximity to the time of this fire incident; a Med D response for a patient experiencing chest pain at 6:50 a.m., and a Med B response for a patient experiencing back pain at 7:24 a.m. The potential for a delay in response to these calls add a level of risk and liability which could then create an indirect cost to the district. To put it directly, committing resources outside of the District boundary has a high potential to create a delay in or no response to a structure fire or cardiac arrest call occurring within the District. Such an action would open up the District to unwanted risk and liability.

**RECOMMENDATION/ACTION:** Informational only.



Happy New Year **Mid-Columbia Fire & Rescue!**

*I wanted to take a few minutes out of my day and personally thank you for your business. It means a lot to us down here at Flagstone Senior Living and we certainly look forward to all the good times we're going to have in 2024!*

*Speaking of 2024, I would like to extend an open invitation to you. Flagstone is happy to help or collaborate on projects or events with you! Let's make 2024 the best year yet.*

*Ring in the new year with your friends and family, and we'll see you next year. Season's Greetings!*

*All the Best,  
Haley Jewell  
Director of Sales & Marketing*