



Mid- Columbia Fire and Rescue

Board Directors Meeting

1-27-2025

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Board Meeting Agenda

January 27th, 2025

5:30 p.m.

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

- 1. Call Meeting to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Agenda Changes**
- 5. Minutes**
 - a. Correction of Minutes of Regular Board Meeting, if any – Monday, December 16th, 2024
 - b. Correction of Minutes of Special Board Meeting, if any – Monday, January 13th, 2025
- 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 meeting 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.
7. 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:

Please register for **MCFR Board Meeting (January 2025)** on **Jan 27, 2025 5:30 PM PST** at:
<https://attendee.gotowebinar.com/register/7191940086830787166>

After registering, you will receive a confirmation email containing information about joining the webinar.
- 8. Financial Reports**
 - a. Cash Accounts Summary
 - b. Ambulance Service Financial Report
- 9. Committee Reports**
 - a. Urban Renewal Report – Director Denstedt
 - b. EZ Report – President Jacobs
- 10. Fire Chief's Report**
- 11. Correspondence**
 - a. Columbia Gateway Urban Renewal Agency FY 2023/2024 Information

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.

12. Old Business

13. New Business

- a. Strategic Plan Status Report
- b. Information Sheet – Appointment of Budget Officer
- c. Information Sheet – Budget Committee Member Appointment
- d. Information Sheet - Adoption of Budget Calendar
- e. Information Sheet – Employee Handbook Updates
 - i. Consider Resolution 2025-01

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.



Mid- Columbia Fire and Rescue
Board of Directors Meeting
In Person / Virtually Held
1400 W 8th Street, The Dalles, OR 97058
December 16, 2024

1. CALL MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE

President Jacobs led the Pledge of Allegiance.

3. ROLL CALL

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

Staff Present: Chief David Jensen, Division Chief Jay Wood, Division Chief Josh Beckner, Division Chief Adam Cole, and Office Manager Stephanie Ziegler.

Others Present: Auditor A.J. Olson with RTO & Company and Legal Counsel Andrew Myers was absent due to illness.

4. AGENDA CHANGES

Chief Jensen advised that there would be no need for Executive Session.

5. MINUTES

- a. Minutes from November 18, 2024, Board Meeting stand approved as written.

6. PUBLIC COMMENT

None.

7. FINANCIAL REPORTS

- a. Audit Presentation – RTO & Company: A.J. Olson presented the audit report for the board members, giving a broad overview of the audit. He stated that it was RTO & Company’s opinion that this audit was a clean audit.
- b. Cash Accounts Summary – There were no questions regarding the Cash Account summary, however Director Case asked that the board receive less of the financial summary sheets. Director Case requested to see just the Combined Cash Investment Sheet and the General Fund Balance sheets along with Revenues with Comparison to Budget and Expenditures.



- c. Ambulance Service Financial Report – There was no Ambulance Service Report for November, due to it not being ready by the third-party billing contractor. Chief Jensen said he would send it out to the board when it was completed.

8. COMMITTEE REPORTS

- a. Urban Renewal Report – Director Denstedt stated that the meeting was December 17th so he had no report, however he did attend the City Council meeting stating that the council did vote to extend the Urban Renewal.
- b. Enterprise Zone Report – President Jacobs had nothing to report, however he stated that Chief Jensen would be meeting with the City Manager on Tuesday and would find out when the district would be receiving the Community Service Fees.

9. FIRE CHIEF REPORT

There were no Chief's reports in the board packet, Chief Jensen stated he would email the Chief's Reports to the board members. Chief Jensen went over a few highlights from his report stating that he attended a legislative session last Thursday. The legislative session was primarily about end of year spending; however, it was also regarding funding of the Apprenticeship Program and the Wildland up staffing grants. Chief Jensen stated that the Fire Marshal's office requested that the district attend. Chief Jensen and some other Chiefs did attend, and it was well received. He also mentioned the Ambulance GEMT cost report and property taxes. He also mentioned ELFF, the admin staff and the line crew went to the three grocery stores in town and collected money and canned goods December 3rd, 4th and 5th. It went very well. Bargaining is ongoing but going well. He also stated that at this time he has no plans to hire an assistant chief. He stated that DC Wood has submitted his letter of intent to retire. His last day will be March 31, 2025, and the District had someone on the Division Chief's list and Chief Jensen has offered him the Fire Marshal's position which he has accepted.

Chief Beckner gave a brief report stating that the apprenticeship program is now open for applicants. It will close in 3 weeks with at least 4 positions to fill but are hoping to fill 6 positions. Of our 4 existing apprentices, 3 have transitioned to career and are going to school to achieve their paramedic license. Chief Beckner stated there has been a lot of interest in the apprenticeship program.

Chief Jensen stated that he and DC Cole had attended a meeting with Columbia Gorge Community College and Chemeketa College. Chemeketa will be bringing a satellite paramedic program to The Dalles and will coordinate with CGCC. According to Chemeketa representatives, the satellite program will be offered even if there is only one person to attend.



10. CORRESPONDENCE

- a. Letter received from Adventist Health Columbia Gorge giving notice that they will be discontinuing Occupational Health. Chief Jensen stated we have been using a company out of Tualatin.

11. OLD BUSINESS

None.

12. EXECUTIVE SESSION

There was no Executive Session.

13. NEW BUSINESS

- a. ASA contract Amendment 7- Chief Jensen stated the County is still waiting for approval from OHA on the new ASA Plan, the plan was submitted but was sent back for some fixes that don't concern MCFR, however he stated it will probably be in April when the approved plan is ready for signature. Director Bailey made a motion to authorize the Fire Chief to execute the seventh amendment to the contract between Wasco County and Mid-Columbia Fire and Rescue to continue providing ambulance service to ASA 2. Director Denstedt seconded. All in favor; 5 Ayes, 0 Nays. Motion passed.
- b. Resolution 2024-08 – Chief Jensen stated this resolution is to remove Robert Palmer as trustee but maintain Chief Jensen and Captain Biehn. Director Bailey made a motion to approve Resolution 2024-08 “A Resolution Amending the Mid-Columbia Fire & Rescue Qualified 457 Deferred Compensation Plan to restate the trustees of the plan”. Director Case seconded. All in favor; 5 Ayes, 0 Nays. Motion passed.

14. GOOD OF THE ORDER

- a. Board members to attend Christmas dinner at Casa el Mirador which is open to the public at their own expense.

15. ADJOURNMENT

President Jacobs adjourned the meeting at 6:30 p.m.

Board President

Board Secretary/Treasurer



MINUTES
Mid- Columbia Fire and Rescue
Special Board Meeting
In Person / Virtually Held
1400 W 8th Street, The Dalles, OR 97058
January 13, 2025

1. CALL MEETING TO ORDER

President Jacobs called the Mid-Columbia Fire and Rescue Special Board 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, Corey Case, Diana Bailey, Dick Shaffeld, and Walter Denstedt.

Staff Present: Chief David Jensen, Division Chief Josh Beckner, Division Chief Jay Wood, Division Chief Adam Cole, and Office Manager Stephanie Ziegler.

Others Present: Legal Counsel Andrew Meyers.

4. AGENDA CHANGES

None.

5. PUBLIC COMMENT

None.

6. FINANCIAL REPORTS

None.

7. COMMITTEE REPORTS

None.

8. MINUTES

None.

9. OLD BUSINESS



None.

10. EXECUTIVE SESSION

- a. 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. Adjourned to Executive Session at 5:31 p.m.
Resumed to special board meeting at 5:59 p.m.

11. NEW BUSINESS

- a. Information Sheet – Consideration by MCFR Board to ratify the tentatively agreed upon Local 1308 Collective Bargaining Agreement. President Jacobs discussed that he believed the Chief did a really good job getting this through and was pleased with the speed at which the collective bargaining process took place. He also said he felt both the District and Union came out well and especially the District when it comes to recruitment and retention. Director Densdtedt said he appreciated the recognition and attention to the need for retention of Paramedics. Director Jacobs then spoke about the need to move to a new 48/96 schedule due to the trend of other Fire Districts. Walt Dendstedt agreed and spoke about his experience in the previous schedule. Director Bailey spoke about the schedule change and being able to mitigate some of the safety concerns. Director Case agreed with Director Bailey. President Jacobs asked the board if there was any additional discussion needed on the Collective Bargaining Agreement, hearing none he asked for a motion. Director Case made a motion to approve the tentatively agreed upon Local 1308 Union contract for ratification. Director Schaffeld seconded. All members voted in favor, resulting in 5 Ayes, 0 Nays. The motion was approved.

12. GOOD OF THE ORDER

None.

13. ADJOURNMENT

President Jacobs adjourned the meeting at 6:04 p.m.

Board President

Secretary/Treasurer

MID-COLUMBIA FIRE & RESCUE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
10-0-4300-00 BEGINNING FUND BALANCE	.00	4,454,656.00	4,179,801.00	(274,855.00)	106.6
10-0-4990-00 TAXES - PRIOR YEAR	7,898.46	73,668.88	130,000.00	56,331.12	56.7
10-0-4991-00 GF-INTEREST EARNED	23,265.78	100,825.06	120,000.00	19,174.94	84.0
10-0-4997-00 TAXES - CURRENT YEAR	829,115.53	3,823,327.66	4,486,000.00	662,672.34	85.2
10-0-4998-00 AMBULANCE REVENUE	121,466.28	819,091.27	1,490,000.00	670,908.73	55.0
10-0-4998-01 FIRE PROTECTION AGREEMENTS	.00	.00	10,000.00	10,000.00	.0
10-0-4998-04 GEMT AMBULANCE REVENUE	.00	165,064.97	500,200.00	335,135.03	33.0
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	110,000.00	110,000.00	.0
10-0-4999-00 GF-MISC REVENUE	34,255.36	67,105.44	84,000.00	16,894.56	79.9
10-0-4999-02 GRANT PROCEEDS	.00	.00	35,000.00	35,000.00	.0
TOTAL REVENUE	1,016,001.41	9,503,739.28	11,150,001.00	1,646,261.72	85.2

MID-COLUMBIA FIRE & RESCUE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN - PERSONAL SERVICES</u>					
10-1-6401-00 FIRE CHIEF	14,030.78	86,289.28	173,421.00	87,131.72	49.8
10-1-6402-00 ASSISTANT CHIEF	2,000.00	66,813.25	160,352.00	93,538.75	41.7
10-1-6402-03 DIVISION CHIEF - OPERATIONS	36,771.61	220,629.66	446,281.00	225,651.34	49.4
10-1-6403-07 OFFICE MANAGER / ADMIN. CLERK	7,929.42	39,015.55	69,814.00	30,798.45	55.9
10-1-6407-01 UNIFORMS - ADMINISTRATION	388.08	2,846.46	5,000.00	2,153.54	56.9
10-1-6414-01 VACATION ADMIN/ HRA / VEBA	41,380.00	41,380.00	81,320.00	39,940.00	50.9
10-1-6415-01 SICK LEAVE ADMIN / HRA / VEBA	16,189.36	16,189.36	31,815.00	15,625.64	50.9
10-1-6421-02 RETIREMENT - ADMINISTRATION	15,552.37	93,487.01	189,819.00	96,331.99	49.3
10-1-6421-03 PEHP - ADMINISTRATION	1,125.71	8,079.33	16,998.00	8,918.67	47.5
10-1-6422-01 WORKERS COMP - ADMINISTRATION	20.57	2,049.60	4,000.00	1,950.40	51.2
10-1-6423-01 LIFE INSURANCE - ADMIN	622.96	1,868.88	2,000.00	131.12	93.4
10-1-6424-01 HEALTH INS - ADMINISTRATION	7,583.94	61,038.84	146,350.00	85,311.16	41.7
10-1-6424-04 OCC. HEALTH - ADMINISTRATION	.00	.00	6,750.00	6,750.00	.0
10-1-6426-01 LONG TERM DISABILITY - ADMIN	287.85	2,019.84	6,294.00	4,274.16	32.1
10-1-6430-01 OREGON PAID LEAVE ADMIN	179.24	1,266.60	3,853.00	2,586.40	32.9
10-1-6430-02 MEDICARE - ADMINISTRATION	665.35	4,792.95	12,749.00	7,956.05	37.6
10-1-6430-03 DEFINED CONT. - ADMIN	2,814.26	23,004.44	49,431.00	26,426.56	46.5
TOTAL ADMIN - PERSONAL SERVICES	147,541.50	670,771.05	1,406,247.00	735,475.95	47.7

MID-COLUMBIA FIRE & RESCUE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY - PERSONAL SRVCS</u>					
10-2-6403-02 CAPTAIN	20,743.14	141,085.54	361,600.00	220,514.46	39.0
10-2-6404-00 LIEUTENANT	18,209.00	110,595.85	312,500.00	201,904.15	35.4
10-2-6405-01 FIREFIGHTER	98,380.84	656,806.52	2,114,100.00	1,457,293.48	31.1
10-2-6405-02 SINGLE ROLE - EMS	5,527.37	55,965.64	135,000.00	79,034.36	41.5
10-2-6406-00 EMPLOYEE EVENTS	4,816.77	4,899.28	21,250.00	16,350.72	23.1
10-2-6407-00 UNIFORMS - PUBLIC SAFETY	1,908.88	6,602.81	42,195.00	35,592.19	15.7
10-2-6414-00 HOLIDAY	928.01	21,645.05	89,039.00	67,393.95	24.3
10-2-6414-01 VACATION	.00	.00	79,181.00	79,181.00	.0
10-2-6414-02 FUNERAL LEAVE	795.43	2,617.74	.00	(2,617.74)	.0
10-2-6415-00 SICK OT	38,939.74	181,678.87	96,075.00	(85,603.87)	189.1
10-2-6415-01 SICK LEAVE REDEMPTION	.00	.00	12,500.00	12,500.00	.0
10-2-6416-01 FIRE	1,907.42	41,716.71	71,538.00	29,821.29	58.3
10-2-6416-02 AMBULANCE	7,655.77	49,589.22	53,500.00	3,910.78	92.7
10-2-6416-04 TECH RESCUE	.00	141.09	32,025.00	31,883.91	.4
10-2-6416-05 TRAINING	201.08	10,391.13	64,284.00	53,892.87	16.2
10-2-6416-06 OTHER	958.21	19,774.85	80,200.00	60,425.15	24.7
10-2-6416-07 AMBULANCE STAND-BY	1,177.75	5,901.90	9,500.00	3,598.10	62.1
10-2-6417-00 FLSA	4,574.97	32,162.00	73,306.00	41,144.00	43.9
10-2-6421-00 RETIREMENT - PUBLIC SAFETY	41,428.87	268,800.36	720,156.00	451,355.64	37.3
10-2-6421-01 PEHP PLAN - PUBLIC SAFETY	3,207.58	19,462.51	55,394.00	35,931.49	35.1
10-2-6422-00 WORKERS' COMPENSATION	40.76	124,011.71	121,000.00	(3,011.71)	102.5
10-2-6423-00 LIFE INSURANCE	3,530.09	10,590.27	19,520.00	8,929.73	54.3
10-2-6424-00 HEALTH INSURANCE	31,255.03	206,446.57	619,712.00	413,265.43	33.3
10-2-6424-03 OCCUPATIONAL HEALTHCARE	109.00	9,273.00	54,350.00	45,077.00	17.1
10-2-6426-00 LONG TERM DISABILITY	1,318.13	8,002.48	25,700.00	17,697.52	31.1
10-2-6430-00 MEDICARE	3,034.12	19,951.83	54,525.00	34,573.17	36.6
10-2-6430-01 DEFINED CONTRIBUTION	8,156.46	50,125.20	129,700.00	79,574.80	38.7
10-2-6430-02 OREGON PAID LEAVE	757.26	5,300.59	14,230.00	8,929.41	37.3
10-2-6531-00 PAYROLL EXPENSES / SS	.00	4,957.56	11,300.00	6,342.44	43.9
TOTAL PUBLIC SAFETY - PERSONAL SRVCS	299,561.68	2,068,496.28	5,473,380.00	3,404,883.72	37.8

MID-COLUMBIA FIRE & RESCUE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY - MATERIALS</u>					
10-3-6434-00	.00	389.00	106,466.00	106,077.00	.4
10-3-6435-00	.00	405.00	7,000.00	6,595.00	5.8
10-3-6436-00	1,995.45	29,714.09	45,290.00	15,575.91	65.6
10-3-6437-00	.00	.00	4,850.00	4,850.00	.0
10-3-6441-00	1,745.23	15,476.19	36,778.00	21,301.81	42.1
10-3-6441-01	329.69	329.69	1,600.00	1,270.31	20.6
10-3-6441-02	.00	268.50	600.00	331.50	44.8
10-3-6442-00	108.56	606.99	3,500.00	2,893.01	17.3
10-3-6443-00	726.37	1,862.61	4,000.00	2,137.39	46.6
10-3-6445-01	484.34	935.06	2,500.00	1,564.94	37.4
10-3-6446-00	3,422.70	27,217.93	70,500.00	43,282.07	38.6
10-3-6451-00	14.99	9,002.31	18,850.00	9,847.69	47.8
10-3-6453-00	1,737.10	28,094.94	40,000.00	11,905.06	70.2
10-3-6453-01	.00	.00	3,000.00	3,000.00	.0
10-3-6454-00	.00	3,084.18	4,450.00	1,365.82	69.3
10-3-6457-02	131.42	1,462.42	2,300.00	837.58	63.6
10-3-6457-03	.00	275.76	9,250.00	8,974.24	3.0
10-3-6457-04	860.00	2,100.11	12,080.00	9,979.89	17.4
10-3-6457-05	.00	1,788.00	15,975.00	14,187.00	11.2
10-3-6459-00	4,538.61	77,092.60	191,218.00	114,125.40	40.3
10-3-6461-00	8,065.00	29,065.00	29,740.00	675.00	97.7
10-3-6462-00	9,517.36	23,188.26	72,800.00	49,611.74	31.9
10-3-6462-01	10,063.02	79,718.74	140,297.00	60,578.26	56.8
10-3-6464-00	223.11	1,591.36	4,000.00	2,408.64	39.8
10-3-6465-00	1,918.86	3,336.15	15,000.00	11,663.85	22.2
10-3-6466-00	1,094.07	8,473.53	14,500.00	6,026.47	58.4
10-3-6467-00	1,810.09	10,411.39	23,112.00	12,700.61	45.1
10-3-6468-00	283.28	1,699.68	4,000.00	2,300.32	42.5
10-3-6469-00	425.79	5,845.05	6,780.00	934.95	86.2
10-3-6477-00	.00	.00	5,380.00	5,380.00	.0
10-3-6479-00	.00	272.75	6,050.00	5,777.25	4.5
10-3-6480-00	.00	10,000.00	24,500.00	14,500.00	40.8
10-3-6481-00	882.00	3,549.00	3,300.00	(249.00)	107.6
10-3-6482-00	5,102.71	36,739.25	95,000.00	58,260.75	38.7
10-3-6482-01	.00	1,337.65	4,015.00	2,677.35	33.3
10-3-6483-00	.00	297.00	1,500.00	1,203.00	19.8
10-3-6485-00	299.45	6,906.58	11,950.00	5,043.42	57.8
10-3-6485-01	83.40	2,186.94	28,618.00	26,431.06	7.6
10-3-6486-00	95.86	222.63	14,600.00	14,377.37	1.5
10-3-6486-01	2,934.97	9,772.39	23,850.00	14,077.61	41.0
10-3-6487-00	127.15	292.15	12,275.00	11,982.85	2.4
10-3-6491-00	1,124.37	31,590.87	277,357.00	245,766.13	11.4
10-3-6495-00	.00	648.25	6,900.00	6,251.75	9.4
10-3-6497-00	.00	684.92	2,800.00	2,115.08	24.5
10-3-6502-00	3,395.19	33,992.40	87,000.00	53,007.60	39.1
10-3-6503-00	.00	725.00	9,000.00	8,275.00	8.1
10-3-6507-00	1,082.28	8,883.80	49,700.00	40,816.20	17.9
10-3-6508-00	.00	1,534.00	6,000.00	4,466.00	25.6
10-3-6510-00	1,046.24	7,925.21	21,946.00	14,020.79	36.1
10-3-6510-01	167.88	4,107.05	7,000.00	2,892.95	58.7
10-3-6511-00	290.00	870.00	3,500.00	2,630.00	24.9
10-3-6512-00	38.52	539.76	2,008.00	1,468.24	26.9

MID-COLUMBIA FIRE & RESCUE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-3-6513-00 MISCELLANEOUS EXPENSE	(110.58)	3,410.75	5,300.00	1,889.25	64.4
10-3-6520-00 911 SERVICES	.00	10,469.16	62,815.00	52,345.84	16.7
TOTAL PUBLIC SAFETY - MATERIALS	66,054.48	540,392.05	1,662,800.00	1,122,407.95	32.5
<u>CAPITAL OUTLAY</u>					
10-4-6533-00 FIREFIGHTING EQUIPMENT	.00	2,754.13	8,050.00	5,295.87	34.2
10-4-6533-01 OFFICE EQUIPMENT	1,000.00	1,424.99	18,025.00	16,600.01	7.9
10-4-6533-05 RADIO EQUIPMENT	.00	.00	5,525.00	5,525.00	.0
10-4-6533-07 FIRE HYDRANT / PREVENTION	.00	.00	6,300.00	6,300.00	.0
TOTAL CAPITAL OUTLAY	1,000.00	4,179.12	37,900.00	33,720.88	11.0
<u>OTHER & TRANSFERS</u>					
10-6-7002-00 DUE TO FF EQUIP & SUPP	.00	.00	61,000.00	61,000.00	.0
10-6-7003-00 DUE TO BLDG RESERVE FUND	.00	.00	40,000.00	40,000.00	.0
10-6-7004-00 DUE TO EQUIPMENT RESERVE	.00	.00	446,000.00	446,000.00	.0
10-6-7007-00 DUE TO STACKER BUTTE	.00	.00	2,350.00	2,350.00	.0
10-6-7008-00 DUE TO TECHNICAL RESCUE	.00	.00	4,000.00	4,000.00	.0
10-6-7009-00 DUE TO RETIREMENT LIABILITY	.00	.00	70,000.00	70,000.00	.0
10-6-7010-00 DUE TO TRAINING FUND	.00	.00	5,000.00	5,000.00	.0
TOTAL OTHER & TRANSFERS	.00	.00	628,350.00	628,350.00	.0
<u>CONTINGENCY</u>					
10-7-8000-00 CONTINGENCY	.00	.00	100,000.00	100,000.00	.0
TOTAL CONTINGENCY	.00	.00	100,000.00	100,000.00	.0
<u>UNAPPROPRIATED FUND BALANCE</u>					
10-8-8600-00 UNAPPROPRIATED ENDING FUND BAL	.00	.00	1,841,324.00	1,841,324.00	.0
TOTAL UNAPPROPRIATED FUND BALANCE	.00	.00	1,841,324.00	1,841,324.00	.0
TOTAL FUND EXPENDITURES	514,157.66	3,283,838.50	11,150,001.00	7,866,162.50	29.5
NET REVENUE OVER EXPENDITURES	501,843.75	6,219,900.78	.00	(6,219,900.78)	.0

MID-COLUMBIA FIRE & RESCUE
 COMBINED CASH INVESTMENT
 DECEMBER 31, 2024

GENERAL FUND

COMBINED CASH ACCOUNTS

01-0-1009-00	LGIP	8,156,025.40
01-0-1020-00	PAYPAL BURN PERMIT ACCOUNT	111.23
01-0-1025-00	COLUMBIA BANK PAYPAL ACCOUNT	.00
01-0-1030-00	CHECKING ACCOUNT	.00
01-0-1031-00	CHECKING ACCOUNT	348,933.92
01-0-1040-00	PETTY CASH	125.00
01-0-1075-00	AR CASH CLEARING	.00
	TOTAL COMBINED CASH	<u>8,505,195.55</u>
	TOTAL UNALLOCATED CASH	<u>8,505,195.55</u>

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	6,227,822.67
20	ALLOCATION TO FF EQUIPMENT & SU	350,777.67
25	ALLOCATION TO FIREMED	92,685.26
30	ALLOCATION TO STACKER BUTTE	52,429.70
35	ALLOCATION TO DEBT SERVICE	369,721.44
40	ALLOCATION TO TECHNICAL RESCUE	56,178.39
45	ALLOCATION TO CAPITAL PROJECT	.00
50	ALLOCATION TO EQUIPMENT RESER	749,055.87
51	ALLOCATION TO BUILDING RESERVE	270,700.69
52	ALLOCATION TO TRAINING RESERVE	199,048.70
53	ALLOCATION TO RETIREMENT LIABILI	136,775.16
55	ALLOCATION TO BOND PRINCIPAL RE	.00
	TOTAL ALLOCATIONS TO OTHER FUN	<u>8,505,195.55</u>
	ALLOCATION FROM COMBINED CASH	<u>(8,505,195.55)</u>
	ZERO PROOF IF ALLOCATIONS BALA	<u>.00</u>

MID-COLUMBIA FIRE & RESCUE

BALANCE SHEET

DECEMBER 31, 2024

GENERAL FUND

ASSETS

10-0-1000-00	CASH ALLOCATION	6,227,822.67	
10-0-1015-00	PETTY CASH	.00	
10-0-1049-00	AMBULANCE	.00	
10-0-1050-00	AMBULANCE A/R	.00	
10-0-1055-00	AMB BILLING SERVICE A/ R	.00	
10-0-1065-00	A/R AMBULANCE HOLDING	.00	
10-0-1069-00	BAD DEBT ALLOWANCE	.00	
10-0-1080-00	A/R TAXES - GENERAL FUND	.00	
10-0-1085-00	OTHER RECEIVABLES - GF	.00	
10-0-1090-00	GRANT RECEIVABLE	.00	
10-0-1200-00	MISCELLANEOUS A/R	.00	
10-0-1250-00	AR BILLINGS	.00	
10-0-1499-00	UNDEPOSITED FUNDS	.00	
10-0-1510-00	MACHINERY AND EQUIPMENT	4,163,122.84	
10-0-1520-00	BUILDINGS AND STRUCTURES	3,514,225.18	
10-0-1530-00	LAND AND IMPROVEMENTS	71,508.00	
10-0-1600-00	AMOUNT PROV - LTD AERIAL	.00	
10-0-1601-00	AMOUNT PROV - LTD BONDS	.00	
10-0-1602-00	AMOUNT PROV LTD - COPIER	.00	
10-0-1603-00	AMOUNT PROV - LTD LAPTOPS	.00	
10-0-1605-00	AMOUNT PROV - 2005 BONDS	.00	
10-0-1700-00	PREPAID EXPENSES	.00	
	TOTAL ASSETS		<u>13,976,678.69</u>

LIABILITIES AND EQUITY

MID-COLUMBIA FIRE & RESCUE

BALANCE SHEET

DECEMBER 31, 2024

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	(11,630,809.74)
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	(1,960.73)
10-0-2124-01	DEPENDENT CARE	.00
10-0-2124-02	UNREIMBURSED MED EXPENSES	.00
10-0-2124-03	PEHP PAYABLE	.00
10-0-2125-00	PAYROLL ASSET	.00
10-0-2125-01	THE DALLES COUNTRY CLUB	.00
10-0-2126-00	OTFCU	.00
10-0-2126-01	CRBC	.00
10-0-2127-00	STANDARD RETIREMENT	.00
10-0-2127-01	TRANSAMERICA	.00
10-0-2127-02	EMPLOYEE RETIREMENT	.00
10-0-2127-03	NATIONWIDE RETIREMENT	.00
10-0-2127-04	UNITED MISSOURI BANK	.00
10-0-2127-05	FIDELITY	.00
10-0-2128-00	AMERICAN FUNDS	.00
10-0-2128-01	SAFECO/SYMETRA	.00
10-0-2128-04	NW MUTUAL DEFERRED COMP	.00
10-0-2128-05	OLIVER CAPITAL DEFERRED COMP	.00
10-0-2129-00	LIFE INSURANCE	.00
10-0-2130-00	UNION DUES	.00
10-0-2130-01	ADDITIONAL UNION DUES	.00
10-0-2131-00	FLEX-TRAN LOAN	.00
10-0-2140-00	PERS POLICE/FIRE UNITS	1,083.60
10-0-2160-00	WORKERS' COMP	376.52
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	776.98
10-0-2224-00	OREGON PAID LEAVE PAYABLE	7,645.58
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, 2024

GENERAL FUND

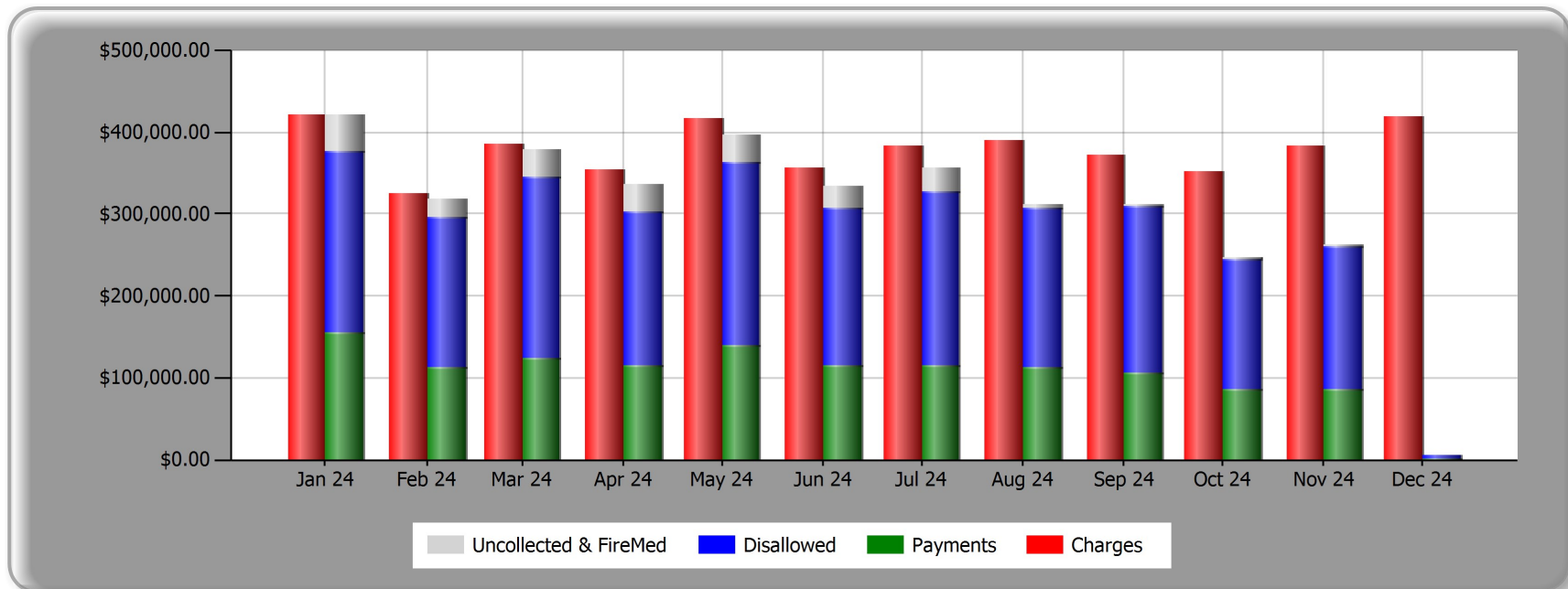
10-0-2251-00	AERIAL LEASE LT DEBT	.00	
10-0-2252-00	AERIAL LEASE LT	.00	
10-0-2253-00	COPIER LEASE LT	.00	
10-0-2254-00	LAPTOP LEASE LT	.00	
10-0-2255-00	BLUMENTHAL REPAYMENT LOAN	.00	
10-0-2256-00	2005 BONDS PAYABLE LT	.00	
10-0-2300-00	457 CLEARING	.00	
		(11,622,887.79)	
	TOTAL LIABILITIES		
	FUND EQUITY		
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	11,630,809.68	
10-0-3570-00	CAPITAL ASSETS	7,748,856.02	
10-0-3570-01	RESTATE MODIFIED CASH	.00	
10-0-3900-00	RETAINED EARNINGS	.00	
10-0-3999-99	UNAPPROPRIATED FUND BALANCE	.00	
	REVENUE OVER EXPENDITURES - YTD	6,219,900.78	
		25,599,566.48	
	BALANCE - CURRENT DATE		
		25,599,566.48	
	TOTAL FUND EQUITY		25,599,566.48
	TOTAL LIABILITIES AND EQUITY		13,976,678.69

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

Company	Mid-Columbia Fire & Rescue
Date Of Service	1/1/2024
Date Of Service	12/31/2024
Invoices	0

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Jan 24	220	422,007.66	-154,940.20	37 %	-6,839.74	2 %	-221,722.37	53 %	-37,702.10	9 %	803.25	0 %
Feb 24	171	325,594.97	-113,174.43	35 %	-3,076.24	1 %	-184,322.40	57 %	-17,329.63	5 %	7,692.27	2 %
Mar 24	200	386,452.19	-124,315.54	32 %	-3,500.20	1 %	-221,266.77	57 %	-29,955.82	8 %	7,413.86	2 %
Apr 24	188	354,669.43	-116,057.55	33 %	-490.76	0 %	-186,660.02	53 %	-31,589.78	9 %	19,871.32	6 %
May 24	220	416,503.79	-140,562.33	34 %	-1,707.02	0 %	-223,914.79	54 %	-29,913.98	7 %	20,405.67	5 %
Jun 24	189	357,695.95	-115,022.64	32 %	-4,131.62	1 %	-192,194.24	54 %	-23,960.92	7 %	22,386.53	6 %
Jul 24	207	383,247.12	-116,045.41	30 %	-1,250.00	0 %	-211,780.61	55 %	-28,175.70	7 %	25,995.40	7 %
Aug 24	195	390,138.22	-113,084.07	29 %	-1,742.36	0 %	-194,744.94	50 %	-1,961.18	1 %	78,605.67	20 %
Sep 24	185	372,568.24	-105,613.60	28 %	-1,920.56	1 %	-205,091.47	55 %	-17.67	0 %	59,924.94	16 %
Oct 24	184	353,494.53	-86,528.43	24 %	-549.56	0 %	-159,847.24	45 %	-22.31	0 %	106,546.99	30 %
Nov 24	194	383,904.79	-86,355.42	22 %	-600.00	0 %	-174,976.81	46 %	0.00	0 %	121,972.56	32 %
Dec 24	220	420,648.47	-1,464.08	0 %	0.00	0 %	-5,296.50	1 %	0.00	0 %	413,887.89	98 %
		2,373	4,566,925.36	-1,273,163.70		-25,808.06	-2,181,818.16		-200,629.09		885,506.35	

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



Fire Chief- Board Report

David Jensen, Fire Chief

December 2024

December 2024

- **ISO (Awaiting Report)**

The ISO information process was completed, and all documents have been submitted to the ISO reviewer who is now processing our data. We will await their response. We look forward to their assessment of the District's improvements within the last 5 years.

- **Community Outreach**

- **Rotary Club Meeting**

I attended the first Rotary Club meeting of 2025 as requested to introduce myself. I am scheduled to give a presentation to the Rotary Club on February 12th and I will provide an update of the District's future direction along with our work in the previous year.

- **Columbia Gorge News Article**

I was interviewed by Columbia Gorge News (Neita Cecil) for an article as an introduction of the new Fire Chief on January 10th. The interview went well, and I would anticipate seeing the article soon. Also, Neita said she would like to do a story on the potential for a future fire station with scope and location yet to be determined. This will be a separate story in the future.

- **Budget Process**

Our internal budget process has begun for Fiscal Year 2025-26. Staff is collecting data and in the planning process. Having the CBA completed at this time will help solidify what we can do with the funding resources we have in the next Fiscal Year. We are focusing on creating more efficiencies in our Materials and services lines and adjusting our long-range reserve fund schedules based on the dramatic increases in apparatus costs.

- **Legislative Updates**

I was invited to attend a meet and greet with Senator Merkley when he is here in The Dalles on January 25th. I will attend and plan to explain our local topics of importance which include the wildfire threat, local and regional resource limitations, the exceptional coordination in our region, and Ambulance Service funding.

On March 12th I am also signed up to attend the SDAO legislative reception before the next Oregon Legislative session. This opportunity is in coordination with SDAO and the Oregon Fire Chiefs Association. My plan is to give MCFR a presence in the mind of our State legislative leaders and provide background on legislative topics which impact the Fire District.

- **Apprenticeship Funding**

I have reached out to the State Fire Marshal and she has agreed to update our agreement on funding of our apprenticeship program to allow for the expenditure of the original funding to be expended over the next two years. We estimate approximately \$700,000 in remaining funds from the initial program will be retained, primarily due to apprentices being hired into full-time regular positions before the program concludes.

- **Chemeketa/Columbia Gorge Partnership**

Chemeketa has opened their program for paramedic applicants to start in fall of this year. In an ideal world, this would be a great opportunity for our firefighter apprentices. I have asked Chief Cole to research whether this is feasible from a timeline and financial perspective.

- **Ambulance Service Contract**

Following the resolution of the Collective Bargaining Agreement I am now working with Metro West Ambulance on a service agreement regarding backfilling for 911 calls and allowing them to conduct interfacility transfers. I have also been in contact with Adventist Health as they separately will need to contract with Metro West. Once a contract is agreed to in concept, I will bring it to the Board and make notification to Wasco County as per the Ambulance Servicing Area Plan.

- **California Wildfire Resource Request**

All Counties in Oregon were provided resource requests for the response to the fires in California. The timing did not work out, regarding vacations and other time off, for our agency to send apparatus. The rest of Wasco and Hood River County were not able to staff apparatus for a 14-day deployment with a repayment timeline of up to two years. Once we can resolve all of the medical leave related vacancies, we will be in a much better position to respond to out of area emergencies and reciprocate the assistance our District relies on in return.

- **Standards of Cover Update (80%)**

The SOC project has picked back up and we have been able to make great progress. Following collective bargaining process, it is now of the highest priorities of projects we have in the queue.

- **Dispatch CAD (Computer Automated Dispatching) (Status Quo)**

Currently we are in contract negotiations with the selected CAD vendor, Pro Phoenix. Contingent on successful negotiations, the projected timeline for full implementation is slated for October 2025. I will remain engaged in this process until the contract is signed. Chief Beckner will then handle the operational aspects of implementation and Chief Cole will coordinate the training necessary for success.

- **Collective Bargaining**

The collective bargaining process is now completed. Thank you for your support in finding a resolution which benefits the public we serve as well as the labor group. I think we are now in a much better position to be economically competitive.

- **Administrative Staff Planning:**

Chirs Grant has accepted the position of Division Chief and will be working with Chief Wood as a succession plan for a two-month period. Chief Grant will start work at the beginning of February and Chief Wood will be retiring at the end of March. I will provide a short biography in the February Board Report and he will be sworn in at the February Board Meeting.

Operations Division

Josh Beckner, Division Chief

January 2025

Major Topics for January

Staffing

Dual Role – 25 of 26 Positions currently filled.

- (1) Paramedic position is vacant
- (3) On Medical Leave w/ undetermined return to work date
- (2) Anticipated departures, one in January and the other in March.

Single Role EMS – 1 of 2 positions currently filled. The open position is being held open at this moment while we do budget planning for next Fiscal Year.

Single Role Wildland – Anticipate hiring seasonals in March or April.

Apprentices – 1 remaining from 2023 group, 5 have accepted offers for the 2025 Apprentice positions that start March 17th.

Administration – 5/5 Positions filled. 4 Chiefs and 1 Office Manager.

Facility Maintenance

- Roofing Contractors didn't provide quotes on the search again for roof repair.
- C&M Gutters bid on the project to repair and or replace gutters at Station 1, this work will likely occur in the spring of 2025 based on scheduling.
- The Fire Extinguisher company United Fire finished our annual service.
- Paint Bids are in for Station 1 Capital Improvement Project. Dorms, Kitchen and Living areas upstairs. Bid came in with enough room to paint the gym area as well.
- Working with Day Wireless on Stacker Butte Repeater Monitoring.
- Station one experienced a toilet leak that flooded the upstairs bathroom and three rooms below it. Contractors came in to provide bids on the related restoration work. Subsequently an insurance claim was made and the rooms are being restored by Adams restoration.

Wildland Program

- CWRR Program for Defensible Space projects is ongoing and will resume work in the spring.
- Firewise Community in the Chenoweth area is still moving forward with ODF/OSFM.
- CWDG Grant work will begin this summer.
- Gorge Arbor Care finished the projects lined out by Crew 24 under the CWRR grant for 2024.

Dispatch CAD Project

- Status Quo. The Project team is nearing a final agreement and scope of work for the contracts.

Operational Projects

- AA&L and Hughes Fire Equipment are working on various other projects.
- Engine 21 went to Catalyst in Portland for a transmission rebuild, this wasn't a planned maintenance item and resulted in utilizing reserve funds for the repair.
- Engine 21 went to Premier Truck for new Jake Springs.
- New Brush 23 is being built and will be finished in Spring of 2025.
- CradlePoints from FirstNet have been ordered to transition the access points in Engine 21 and Engine 22 to improve connectivity and reliability of the MDT's.
- Truck 21 will go to Hughes Fire for hydraulic repairs in December.

EMS Program

- Controlled substances tracking has transitioned to digital records moving away from paper forms.
- MCI trailer upgrade and build-out is in process, should be done March of 2025.
- EMS Inventory control updates are ongoing to realize efficiency and reduce any unnecessary expenditures.

Ongoing Meetings

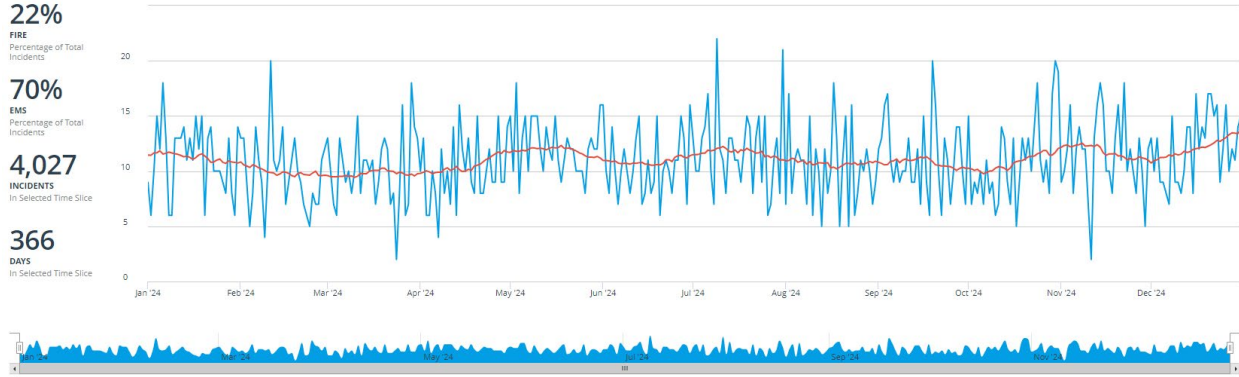
- Meeting with OSFM regarding CWDG-Community Wildfire Defense Grant
- Meeting with OSFM for CWRR Grant
- Meeting with County for CWDG Grant
- Assist DC Cole with training and testing
- Board of Directors Meeting
- CAD Meeting

Emergency Response /Staffing/ Fire Investigations from December

- All Calls – 2
- Motor Vehicle Accidents – 1
- Fire Response – 1
- Fire Investigation – 0
- Duty Officer – 8 days in December

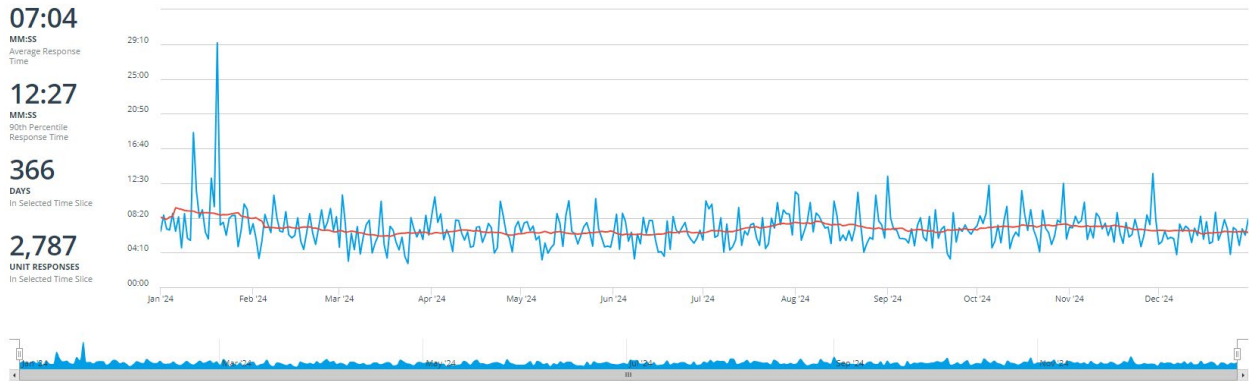
Response Statistics:

2024 Call Volume – January through December

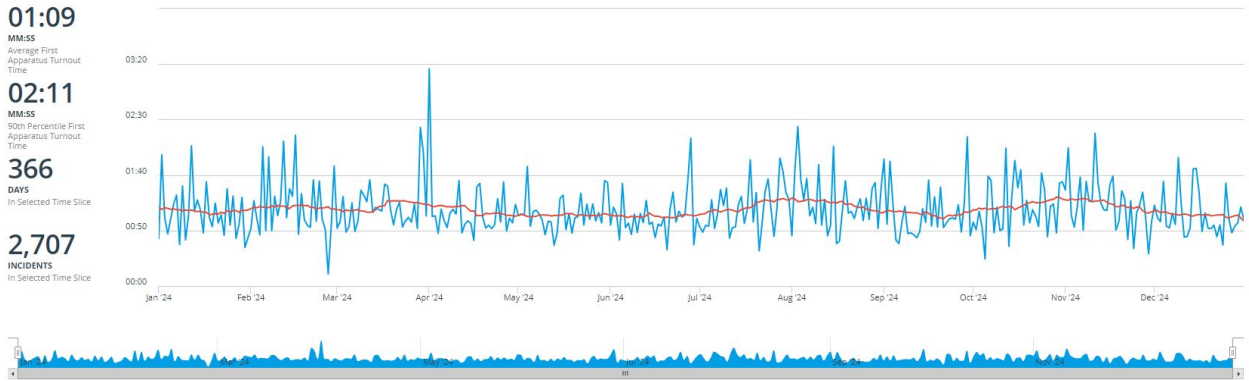


	0	Jan '24	Feb '24	Mar '24	Apr '24	May '24	Jun '24	Jul '24	Aug '24	Sep '24	Oct '24	Nov '24	Dec '24	Jan '25	Total
(10) Fire, other		1	2	2	1	1	2	1	2	1	2	1	1		17
(11) Structure Fire		3	3	1	3	7	5	1	5	2	1	3	4		38
(12) Fire in mobile property used as a fixed structure		2	1	1											4
(13) Mobile property (vehicle) fire			2	4	1	2	1	5	1	4	3	1	1		25
(14) Natural vegetation fire			1	1		5	5	11	8	6	5	2			44
(15) Outside rubbish fire			1	2		1	5			1	2	1	1		14
(16) Special outside fire					1	2	1	4	1	1		1			11
(20) Overpressure rupture, explosion, overheating, other											1		1		2
(21) Overpressure rupture from steam (no ensuing fire)											1				1
(24) Explosion (no fire)													1		1
(25) Excessive heat, scorch burns with no ignition		2	1						1		1				5
(30) Rescue, emergency medical call (EMS), other		25	30	23	14	13	13	9	4	3	1	1	5		141
(31) Medical assist		6	6	3	5	5	8	4	2	4	5	13	12		73
(32) Emergency medical service (EMS) incident		219	171	198	206	270	213	254	223	234	219	228	270		2,705
(35) Extrication, rescue			1		1						1				3
(38) Rescue or EMS standby									1			1			2
(40) Flammable gas or liquid condition, other			2			1					1				4
(41) Combustible/flammable spills & leaks			1				2		1		2	1			7
(42) Chemical release, reaction, or toxic condition		2													2
(44) Electrical wiring/equipment problem		1	2			1							2		6
(50) Service call, other			8		3	2		1	1	5	1	1	1		23
(51) Person in distress		1		1		1	1					1	1		6
(52) Water problem		2					1	1	1						5
(53) Smoke, odor problem							1								1
(54) Animal problem or rescue										1					1
(55) Public service assistance		17	13	14	9	18	12	17	20	18	20	32	33		223
(56) Unauthorized burning			1	3	3	2	1	3	1	4	3	3			24
(57) Cover assignment, standby at fire station, move-up								1	1		1				3
(60) Good intent call, other		5	4	2		2	2	3	3	3	3	3			30
(61) Dispatched and canceled en route		20	6	19	13	10	9	17	11	14	15	14	11		159
(62) Wrong location, no emergency found		9	4	3	4	4	6	12	4	7	11	12	16		92
(63) Controlled burning		1	1	3	4	1	1	1			6	5	1		24
(65) Steam, other gas mistaken for smoke						1	1				1				3
(67) HazMat release investigation w/no HazMat		2			1	1									4
(70) False alarm and false call, other		3	5	2	3	7	3	10	5	10	10	8	3		69
(73) System or detector malfunction		4	3		1	1	2	2	1	2	1	1			18
(74) Unintentional system/detector operation (no fire)		4	1	2	3	1	2	4	4		1	2			24
(90) Special type of incident, other							1		1	1		1			4
(91) Citizen complaint		1	2		1	4	2		2	6	1	2	1		22
NULL		16	11	31	23	15	19	9	16	6	22	5	11		184
UNK									1						1
Total 2025 Call Volume		346	283	315	300	378	319	370	320	334	341	343	376		4,025
Previous Year 2024		289	240	277	315	345	378	376	375	313	321	355	268		4,022
Percentage Difference		19.72%	17.92%	13.72%	-4.76%	9.57%	-15.61%	-1.60%	-14.67%	6.71%	6.23%	-3.38%	40.30%		0.07%

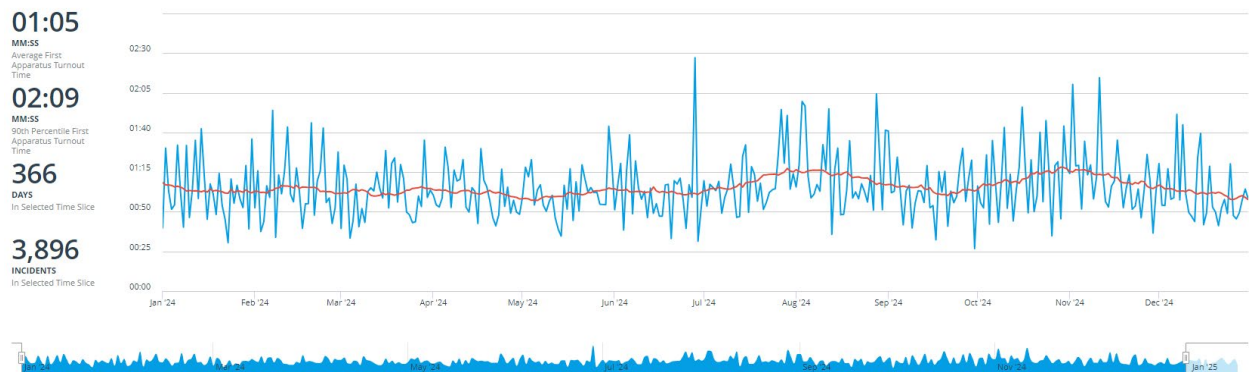
Response Performance (Dispatch to On-Scene) 2024



EMS Turnout Times 2024



Average First Out Apparatus Times January - December



Fire Turnout Times 2024

01:39

MM:SS
Average First
Apparatus Turnout
Time

02:41

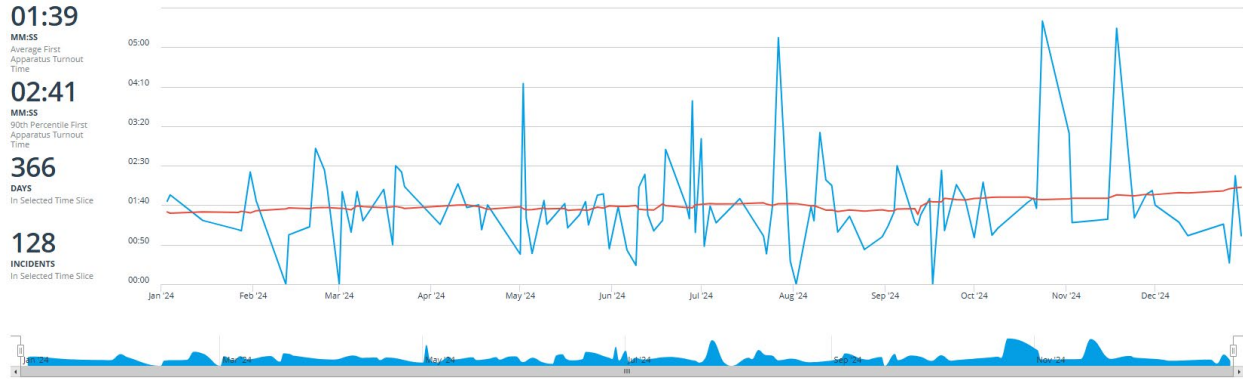
MM:SS
90th Percentile First
Apparatus Turnout
Time

366

DAYS
In Selected Time Slice

128

INCIDENTS
In Selected Time Slice



Prevention Division

Jay Wood, Division Chief

December 2024

The district had five (5) fires with loss in December 2024. The largest loss was a primary residence on the west side of The Dalles near Bi-Mart. One occupant was home at the time of the fire and was alerted to the fire by a dog in the house. The occupant was able to escape the fire before it spread to the main floor of the home. The fire started in the living room just inside the main entrance to the home. There was a motion activated security camera within the home that shows the fire shortly after starting. The area of origin was a shelf that among other items included an electric bike battery pack (that was non-functional) and charger. The charger was not plugged in at the time of the fire. The battery pack had been previously left outside in the rain and was brought in to dry. This battery pack malfunctioned, as is often the case with damaged lithium-ion batteries, and ignited other combustible materials, extending from there. The fire caused approximately \$150,000 damage to the structure and contents. The other fires were an RV being used as a primary residence, a vehicle fire, a bathroom fan that overheated causing damage to the structure and a tent fire. Total value at risk in December was about \$2.5 Million with a total loss of approximately \$160k. There were no human injuries in any of these fires, however, at least one cat was killed in the structure fire.

Public Education for December consisted of Project ELFF where we collect non-perishable food as well as handing out Candy Cane packets with a Fire Safety Message. We distributed over 1,000 packets to shoppers at Fred Meyer, Safeway and Grocery Outlet where we collected food. We also stood by and participated in a bonfire for the Associated Student Body group from The Dalles High School. The bonfire was described as being a large affair with a lot of firewood. The bonfire was a winter gathering that was endorsed by the School District. In actuality, the fire turned out to not much more than a patio burn pit, but our Station 1 crew participated and roasted marshmallows with the kids. Our final tally of Public Contacts for 2024 were 12,516 contacts of 20,728 population or 60.4% of our population. Our crews, staff and other personnel put a lot of time in to get this very high number of contacts and it is something to be proud of.

Community Risk Reduction [Prevention, Public Education, Code Enforcement

- Site Team – There were no meetings in December
- Site Visit – Follow-up with the Discovery Center after they had a Fire Alarm, and Sprinkler System malfunction following a power issue with their main panel. Completed a walk-through of a local warehouse who will be making significant security changes in the near future to ensure we maintain fire apparatus access and our water supply is not compromised. Completed final approval of a responder radio relay system at the newest data center. This system allows responders who need to operate within the building the ability to communicate with units outside and dispatch. As you may imagine, these large buildings make it extremely difficult to communicate with our portable radios and this system fixes that issue.

Meetings/Training/Safety/Other:

- Staff Meetings, Weekly Planning Meetings and weekly training sessions.
- Board Meeting and Christmas Dinner

- Attended EMS Case Reviews
- Assisted DC Cole with Firefighter 2 evaluations for certification

Training Division

Adam Cole, Division Chief

December 2024

- **Training**

- The training division has a new evaluations platform which we have built to address an issue with standardization of task evaluations and how they are performed for each recruit. It will be an asset to the department to have this in place for all future evaluations of task performance. The task performance sheets are now available for easy access for the evaluator to follow and track. This process has eliminated the use of paper copies of task performance sheets.
- ISO training hours are being tracked in a more organized way through the implantation of advanced features in Target Solutions, this will help generate reports more efficiently.
- Company training taking place this month is focused on new firefighter training. Working through their new task books. These task books help them with the skills needed to handle the emergencies our department faces.

- **Apprentices Training**

- Through the apprenticeship program we were able to train five people to the standard of Firefighter and EMT which in turn made them hireable. We hired four apprentices. One is still in the apprentice program.
- We recently re-opened five apprentice positions. Through an extensive interview process of 39 applicants, we are now preparing to onboard five new apprentices.

- **Paramedic Student Training**

- **Boston Paramedic Program**
We have two individuals who commenced their schooling in Boston in January. They should complete their program by the end of 2025. Currently, two others are progressing through the classroom portion of their program and will be headed to Boston early February 2025 to finish up their classroom portion. They will then move onto clinicals and paramedic internships. Additionally, two more individuals are scheduled to leave for Boston to finish up their schooling in September of this year.
- **Nebraska Paramedic Program**
Jaxson Daskalos has completed his paramedic schooling and is now working on his clinical portion of his program. Jaxson should be all completed by mid-year 2025.
- **Chemeketa Paramedic Program**
Chief Jensen and I recently met with representatives from Chemeketa Community College to discuss their partnership with CGCC to bring the Paramedic program to

our area. CGCC will serve as a satellite school for this program, which will significantly benefit the community by allowing individuals to pursue their education locally.

Other Programs & Projects

Major projects and completion status:

- Firefighter task performance evaluations- **Completed**
- Firefighter task book- **Completed**
- Career officer development course-in progress
- Apprenticeship Program- In progress
- New Drivers Program-In process

Meetings/Training/Safety/Other

- Starting new Apparatus drivers
- Staff Meetings and Weekly Planning Meetings
- CGTA Meetings to finalize the Firefighter 1 academy
- Board of Directors Meeting

Emergency Response /Staffing/ Fire Investigations

- All Calls – 1
- Motor Vehicle Accidents – 0
- Fire Response – 1
- Fire Investigation –0
- Duty Officer – 4 Days

Columbia Gateway Urban Renewal Agency

The Columbia Gateway Urban Renewal Agency (Agency) has published the FY 2023/2024 annual report. It is on file at City Hall and with the Agency. The full information is available to all interested persons. In FY 2023/2024 the Agency received \$1,670,280 in property tax revenue. Expenditures from FY 2023/2024 were \$1,808,913. The estimated current year tax revenues for FY 2024/2025 are \$1,650,188. The FY 2024/2025 budget for the General Fund includes \$6,155,978 in revenues and expenditures. The FY 2024/2025 budget for the Debt Service Fund includes \$1,603,925 in revenues and expenditures. The estimated impact of carrying out the urban renewal plan on the tax collections for FY 2023/2024 for all taxing districts is shown in the table below. The table also shows the percentage of these revenues of the taxing district's permanent rate levy in Wasco County. The remaining indebtedness for the Area at the end of FY 2023/2024 is \$4,812,786.88. Maximum Indebtedness expended in FY 2023/2024 was \$943,471.65.

Taxing Jurisdiction	Foregone Revenue to Urban Renewal	Total Permanent Rate Levy Imposed for Taxing District *	Urban Renewal as a Percent of Permanent Rate Levy
Wasco County	\$412,554	13,461,669	2.97%
Port of The Dalles	\$19,330	482,091	3.86%
Northern Wasco Park	\$65,845	1,215,269	5.14%
Mid-Col Fire & Rescue	\$203,752	4,506,622	4.33%
City of The Dalles	\$292,567	4,958,829	5.57%
Columbia Gorge Comm College	\$26,122	851,815	2.98%
Columbia Gorge ESD	\$45,278	1,464,929	3.00%
North Wasco School District 21	\$508,466	12,289,746	3.97%
Wasco County Soil Conservation	\$24,206	787,641	2.98%
4H Extension	\$24,206	747,376	3.14%
Wasco County Library	\$65,828	2,079,064	3.07%
TOTAL:	\$1,688,154		

Strategic Plan Report Update

Budget

G-1.1: Create a sound and sustainable budget for the future growth.			
OBJECTIVES:	ASSIGNED	STATUS	COMMENTS
PO-1-1: Provide a balanced budget, maintain fiscal responsibility, and comply with Oregon Revised Statute.	Jensen	Ongoing for duration of plan. The District is current with its budget process.	The FY 2025-26 budget is in process.

Partnerships

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.			
OBJECTIVES:	ASSIGNED	STATUS	COMMENTS
PO-2.1: Maintain and update current partnerships and agreements with regional and local emergency services.	Palmer	100%	Cooperative agreements (MA and AA) are complete.

PO-2.2: 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.
PO 2.3: 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.
PO-2.4: Develop the capacity to participate in State mobilizations.	Jensen/ Beckner	100%	The District now has positions for 26 Dual Role Firefighters and five Firefighter Apprentices, two single role EMS, 4-6 Single Role Wildland Firefighters, and 4 Chief Officers. This totals 43 responders during the wildland season. This is up from 22 total in 2019. When all positions are filled, we have the opportunity to participate in mobilizations on a case by case basis.
PO-2.5: 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.

<p>PO-2.6: Provide annual service update to community partners, internal members, and the community at large.</p>	<p>Jensen</p>	<p>75%</p>	<p>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. With the data we have we plan to publish a 2024 annual report in February.</p>
<p>PO-2.7: Meet and ensure compliance with collective bargaining contractual obligations.</p>	<p>Palmer/Jensen</p>	<p>100%</p>	<p>The CBA was ratified in January 2025 and all previously pending topics have been resolved. Both the District Citizens and the labor force have seen improvements in the recently approved CBA.</p>
<p>PO-2.8: Develop consistent communication channels with the local, regional, and state health care community to enhance relationships and to stay informed on evolving community needs.</p>	<p>Jensen</p>	<p>100%</p>	<p>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.</p>

CRR

G-3.1: Protect our community from fire, medical and other emergencies through targeted and forward thinking CRR (Community Risk Reduction) measures.			
OBJECTIVES:	ASSIGNED	STATUS	COMMENTS
PO-3.1: 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.
PO-3.2: 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.
PO-3.3: 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.

PO-3.4: 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.
PO-3.5: 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.
PO-3.6: 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 were published in January 2025.
PO-3.7: 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.
PO-3.8: 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.

Training

GOAL 4.1: Provide and maintain competently trained and skilled personnel which deliver fast efficient response services.			
OBJECTIVES:	ASSIGNED	STATUS	COMMENTS
PO-4.1: 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.
PO-4.2: 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. 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 & II 1 Fire Officer I, 5 NFPA instructor I, 3 NFPA instructor II, 8 NFPA common passenger vehicle recue technician. 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>PO-4.3: 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 April 2025. Once this is accomplished, land availability will be assessed.</p>
<p>PO-4.4: Collect, analyze, and openly report response data based on Fire District policy to internal customers.</p>	<p>Jensen</p>	<p>100% complete</p>	<p>The Fire District performance reporting is open and in place.</p>

App. & Equip.

G-5.1: Ensure that equipment, apparatus, and facilities are properly maintained and updated to provide reliable and dependable response services.			
OBJECTIVES:	ASSIGNED	STATUS	COMMENTS
G-5.1: 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.
PO-5.2: Establish a comprehensive maintenance program which maintains the operational fleet in response ready condition.	Beckner	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.
PO-5.3: Continue to maintain facilities in a safe and operational status.	Beckner	100%	Facilities are being updated as per the capital improvement schedule.
PO-5.4: Establish a comprehensive maintenance program which maintains equipment to Fire District standards.	Beckner	100%	As of January 2025, 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. A new tracking program called PS Trax was fully implemented in 2024 and has been a great tracking resource.

Comm. Needs & Growth

G-6.1: Keep pace and expand with community needs and growth to maintain our commitment to meeting the Fire Districts mission.			
OBJECTIVE:	ASSIGNED	STATUS	COMMENTS
PO-6.1: Pursue an effective fire fighting force based on Fire District historical and projected data to improve the ISO Public Protection Classification.	Jensen	80%	In 2024, the District began it's audit process for reclassifying with ISO. The District submitted its data and is awaiting the results of the audit.
PO-6.2: Establish a seasonal wildland response force to meet the intent of becoming the foremost wildland firefighting Fire District in Eastern Oregon.	Jensen/Beckner	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.
PO-6.3: Enhance the Fire District's pre-hospital response system to become the preeminent EMS agency in the State of Oregon.	Jensen	100%	In 2024, the Fire District was able to respond to EMS calls at about 12.5 minutes 90% of the time. 50% of the time, the District's response time is just over 7 minutes. The State Standard for trauma and the Wasco County ASA standard is 15 minutes 90% of the time. The District far exceeds this standard.

PO-6.4: Study and implement competitive compensation and benefit packages to attract and retain quality personnel.	Jensen/ Beckner	100%	The Fire District concluded bargaining a successor contract with the Local in January 2025 which included an equitable wage and benefit package. The Admin. wage scale was adjusted accordingly to resolve disparity between steps.

Continuity of Operations

G-7.1: Continuity of operations for the Fire District is maintained through emergency operations and succession planning.			
OBJECTIVE:	ASSIGNED	STATUS	COMMENTS
PO-7.1: Maintain and update a standards of cover plan based on changes to occur within the Fire District.	Jensen	80%	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 completing our community expectations survey and staffing needs assessment.
PO-7.2: 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. We are considering contracting out this document in FY 25-26

PO-7.3: Establish an administrative staff succession plan for anticipated retirements.	Palmer	100%	As of December 1, 2022, the succession plan is complete and is implemented.
PO-7.4: Develop an officer training plan to prepare employees for promotional opportunities.	Cole/Jensen	90%	This is an ongoing process, we are currently offering all classes and educational needs to have the ability to promote within the District.

MCFR INFORMATION SHEET

DATE: January 27th, 2025

TO: Fire District Board of Directors

FROM: David Jensen, Fire Chief

ISSUE: Budget Process

SYNOPSIS: Appointment of Budget Officer for the upcoming budget process for FY 2025-26.

BACKGROUND: Local budget law requires that the Board of Directors appoint a Budget Officer for the FY 2025-26 budget process. The responsibility of the Budget Officer, with the assistance of Staff, is to prepare a proposed budget for the upcoming fiscal year. The Budget Officer will present the proposed budget to the budget committee for approval. The approved budget will then be forwarded to the Fire District Board. The adopted budget will then be submitted to the County Assessor to complete the budget cycle. Through budget policy, the Fire District will then have the spending authority to operate for FY 2025-26.

BUDGET IMPLICATION: None

RECOMMENDATION/ACTION: Motion to appoint Fire Chief David Jensen as Budget Officer for FY 2025-26.

MCFR INFORMATION SHEET

DATE: January 27th 2025

TO: Fire District Board of Directors

FROM: David Jensen, Fire Chief

ISSUE: Budget Process

SYNOPSIS: Budget Committee Terms

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

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

I have contacted each committee member with expired terms to ascertain if they are interested in remaining on the budget committee for another three-year term. Keil Nairns and Tom Ashmore have expressed the desire and interest in serving on the District's budget committee. Dr. Wallace Wolf has respectfully declined to serve another set of terms on the budget committee after a long history of serving on the committee. He did express his willingness if the Board was unable to find a suitable replacement. I have informally reached out to find options for the Board to consider and I have found a resident and longtime business owner in The Dalles who is willing to serve on the Budget Committee if the Board so chooses.

Informational Biography on those with interest:

Jared Sawyer is the owner and operator of Sawyer's Ace Hardware of The Dalles along with other hardware stores in the region. Being the owner of a private business, he is experienced with managing, operating, budgeting, and planning. Mr. Sawyer is also a property owner and resides within the Fire District Boundary. If appointed by the Fire District Board, Mr. Sawyer has communicated his ability and willingness to serve on the Budget committee for the necessary three consecutive terms.

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

RECOMMENDATION/ACTION:

Option A: Appoint Jared Sawyer, Kiel Nairns, and Tom Ashmore to sit on the Fire District Budget Committee based upon their knowledge, experience, and desire to volunteer for a consecutive three-year term. For purposes of continuity and consistency and the addition of knowledge and experience, this option is recommended.

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

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

Note: The budget calendar considered for adoption tonight reflects the recommended Option A. This is based upon the individuals who have expressed interest to serve on the budget committee and contingent upon the Board appointing each to serve in said position.

MCFR INFORMATION SHEET

DATE: January 27th, 2025

TO: Fire District Board of Directors

FROM: Dvid Jensen, Fire Chief

ISSUE: Budget Process

SYNOPSIS: Adoption of a budget calendar for FY 2025-26.

BACKGROUND: Local budget law requires that the Board of Directors adopt a Budget calendar for the FY 2025-26 budget process. The budget calendar for FY 2025-26 has been prepared for your review and adoption (Exhibit "A").

BUDGET IMPLICATION: None

RECOMMENDATION/ACTION: Motion to adopt the budget calendar for FY 2025-26 as proposed.

Mid-Columbia Fire and Rescue

2025-26 Budget Calendar

January 27th, 2025	Appoint Budget Officer
January 2025 – March 2025	Commence Preparation of Proposed Budget
April 23, 2025	Publish Notice of Budget Committee Meeting (Chronicle & MCFR Website)
May 20, 2025	Budget Committee Meets to Consider and Approve Proposed Budget
May 20 – May 30, 2025	Budget Committee Meets if Necessary
June 4, 2025	Publish Notice of Hearing and Summary
June 16, 2025	Hold Budget Hearing
June 16, 2025	Adopt Budget, Make Appropriations
July 15, 2025	Submit Budget to County Assessor

BUDGET COMMITTEE

TERM

John Willer	2024-25, 2025-26, 2026-27
Jared Sawyer	2025-26, 2026-27, 2027-28
Michael Hamilton	2024-25, 2025-26, 2026-27
Kiel Nairns	2025-26, 2026-27, 2027-28
Tom Ashmore	2025-26, 2026-27, 2027-28

BOARD OF DIRECTORS

TERM

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

MCFR INFORMATION SHEET

DATE: January 27th 2025

TO: Fire District Board of Directors

FROM: David Jensen, Fire Chief

ISSUE: Employee Handbook Update

BACKGROUND: The district recently completed collective bargaining (CBA) with Local 1308. The agreement reflects adjustments in both salary and benefits for District members covered by the Union contract.

The Board ratified the (CBA) on January 15th 2025. Now, revisions to the employee handbook are necessary to 1) comply with employee handbook requirements associated with employee wages and benefits, 2) implement command staff salary adjustments to prevent wage compression between middle-management classifications, and 3) update outdated language associated with the handbook revision. Additionally, goal #6, performance Objective 6.4, of the MCFR Strategic Plan as adopted by the Board, tasks the District with working towards and implementing competitive compensation and benefit packages to attract and retain quality personnel, within all classifications.

The Mid-Columbia Fire and Rescue (MCFR) Employee Handbook was adopted by the Board of Directors on December 17, 2012. The handbook has undergone periodic revisions from its inception, most recently on November 21st, 2022, following ratification of the previous Collective Bargaining Agreement.

Of the changes in the latest ratification of the Local 1308 labor contract, some have no or subtle financial impact which are not proposed for change.

Those items not proposed for change are:

- Annual hours scheduled for work and associated vacation and sick accrual changes. These changes were made in the CBA as directly related to work hour reduction which is not proposed for administrative staff.
- PERS Employee Portion Swap. This swap was made with the purpose of marketing to entry and lateral line level employees and is not necessarily applicable to administrative staff. Additionally, this swap requires a complicated explanation for those not familiar with PERS. I propose the change is not worth the potential

complications involved with explaining the nuance to any public members who may have a question about a perceived additional 5% increase.

- PEHP and Deferred Compensation swap. This swap was requested by local 1308 and is a net neutral transaction. The preference of administrative staff is to remain with the status quo.
- Pay period changes for exempt non-represented employees

Items proposed for change consistent with the Collective Bargaining Agreement

- Longevity Pay at 10 and 20 Years
- Application of new Sick Leave associated programs consistent with new laws. Removal of sections which conflict with new changes in OFLA/PLO Handbook.
- Not as a part of the Collective Bargaining Agreement related changes, I request non-represented staff meet the government services norm of also recognizing and adding Martin Luther King Jr. Day off as a part of the *“Official holidays as approved by the District for non-represented employees”* listed in the employee handbook. Two years ago, the decision was made to move the regular board meetings to the following Monday in recognition of this day. I make this recommendation for consistency with that decision and to conform to the normal recognition of this day as consistent with our State, City, County, and other government agencies.
- Wage Adjustments consistent with gap formula methodology previously used to maintain separation of pay scales.

The wage gap methodology previously approved by the board, and reaffirmed following the 2022 CBA contract settlement, was created to ensure a gap in normalized income of the top Step Captain, with incentives but not including longevity pay. This gap formula was used to resolve the issue of Captain’s opting not to promote to Division Chief because they “couldn’t afford the pay cut”. It uses the adjusted hourly rate of top step captain with incentives and, at that time, the average annual OT hours (350) to create a normalized Captain annual anticipated compensation. It then added 2% to create a gap to base step for Division Chief. All other steps used the adopted formula of 5% between steps and 5% between classifications to create the wage scale. In the wage scale presented in Attachment A (Appendix B), the percentage adjustment made to Base Step Division Chief was then applied to the Office Manager and Office Clerk classifications.

These changes result in increases each year of the CBA of FY 25/26- 4.39%, FY 26/27 4.12%, 27/28 4.13%, and 28/29 4.33%

Captain Wages Calculations

Captain Hourly Rate with Incentives	\$ 41.15
Regular Hours Worked	2920
Regular Annual Wage w/ Incentives	\$ 120,170
Overtime Rate w/ Incentives - 1.5x hr rate	\$ 61.73
Average OT Hours 19/20	350
Avg OT based on current rate	\$ 21,606
Captain Total Annual Comp	\$ 141,776
Staff Gap	2.0%
DC Wage with Gap Applied	\$ 144,611.04

Wage and benefit adjustments for administrative staff are updated by action of the Board of Directors by amending the Fire District’s Employee Handbook. Resolution No. 2025-01 authorizes the Fire Chief, upon approval of the Board, to enact amendments to the handbook proposed in Attachment “A”

BUDGET IMPLICATION: Proposed changes would not have any budget impact on the current FY budget 24/25. Future expenditures will be moved through the budget process for the next fiscal year. Salaries are provided in Attachment “A”

RECOMMENDATION/ ACTION: Approval of Resolution No. 2025-01 “A Resolution Adopting Revisions to the Mid-Columbia Fire and Rescue Employee Handbook”.

Attachment A

Definitions of Employment Status

The following terms will be used to describe employment status:

Exempt. Employees whose positions meet specific tests established by the Fair Labor Standards Act (FLSA) and applicable state law and who are exempt from overtime pay requirements. These employees do not generally receive overtime pay for additional hours worked.

Non-Exempt. Employees whose positions do not meet FLSA and state exemption tests and who are paid a multiple of their regular rate of pay for hours worked more than forty hours per week or other exemptions that may apply. These employees generally do receive overtime when working additional hours. The collective bargaining agreement further defines overtime conditions for represented employees.

Full-time. Employees who are considered 1.0 FTE. Generally, those employees who are regularly scheduled to work 40 hours a week, unless on a 7K FLSA exemption. For example, represented firefighters generally work a longer weekly full-time schedule.

Part-time. Employees scheduled to work less than 40 hours per week if not on a 7K schedule, or for those employees on a 7K schedule, who are budgeted for less than 1.0 FTE. Benefits are prorated for employees working more than 0.5 FTE, but less than 1.0 FTE. Those employees working less than 0.5 FTE are ineligible for Fire District benefits.

Probationary Employee: New employees are on probation, known as a trial period, for the first year of service. Upon successful completion of probation, as determined by the District, the employee will be considered a regular employee.

Regular Employee: Employees who are hired and have successfully completed the applicable probationary period.

Temporary: Any employee who is hired for a limited term, and typically does not exceed a six (6) month period (**9 Months for Wildland Firefighters**) or any employee, regardless of term. Temporary employees may be hired to fill a limited work need, or hired to replace a regular, full-time employee who is on leave due to disability or for other causes. Temporary employees are ineligible for Fire District benefits and holiday pay. Sick leave benefits will be provided in accordance with applicable law.

Non-Represented Employees: Employees that are not covered by the collective bargaining agreement to include Chief Officers (e.g., Fire Chief, Division Chief, etc.) and Office Staff (e.g., Office Manager, Office Clerk, etc.)

Represented Employees: Employees as defined and covered by the collective bargaining agreement.

Longevity Pay

Represented Employees: For represented employees, please refer to your collective bargaining agreement.

Non-Represented Employees: Employees with continuous service with the district are eligible for an additional incentive premium of base hourly wage as follows:

Months of Continuous Service	% of base hourly wage
Upon completion of 180 months:	2%
Upon completion of 240 months:	3%
<u>Upon completion of 120 months:</u>	<u>Increase to 2% (Effective July 1, 2025)</u>
<u>Upon completion of 240 months:</u>	<u>Increase to 4% (Effective July 1, 2025)</u>
Note: These values are not cumulative	

Retirement

The Fire District participates in the Oregon State Public Employees Retirement System (PERS). For non-represented employees, the fire district pays the employer contribution as well as the 6% employee contribution. For represented employees, refer to the collective bargaining agreement.

Deferred Compensation

The district makes available a deferred compensation plan through a qualified investment firm. The maximum amount that an employee may defer is established by law and changes occasionally.

Represented Employees: Please reference your collective bargaining agreement for information regarding deferred compensation plan benefits.

Non-Represented Employees: The District pays ~~4%~~ 5% of each employee's base hourly rate for regular work hours into their deferred compensation account. ~~Starting July 1, 2024, the District will pay an additional 1% for a total of 5% of non-represented employees base hourly rate for regular work hours into their deferred compensation account.~~

The voluntary contribution is on a pre-tax basis to a savings plan allowed by IRS law under Section 457. Employees may direct these contributions to one or more investment options offered through one of the above investment firms. You may contact an investment representative from any one of the investment firms to schedule an appointment and review each plan offered to consider all your options. Please see the Fire District's Office Manager for more information on the deferred compensation program.

Vacations and Holidays

Unless otherwise covered by the collective bargaining agreement, requests for vacation should be made in writing and given to the supervisor. The District will attempt to grant each request. However, there are no guarantees and leave may be denied if coverage for your position is unavailable or it is a critical period for your service to the Fire District.

Non-Represented Employees:

Vacation leave is earned at the following rates (Effective November 1, 2020):

Years of Service	Monthly Accrual (Hours)	Annual Accrual (Days)
1-5	13.3	19.95
6-10	15.3	22.95
10-15	17.3	25.95
16-20	18.7	28.05
20-25	20	30
26 or more	21.3	31.95

New employees will accrue vacation from their initial date of hire. However, vacation time is not earned and may not be taken until 48 hours is accrued.

Non-represented employees may accrue vacation time not to exceed the amount earned in 24 months of service. No vacation may be accrued beyond this limit.

Vacation will be taken in full day increments unless authorized by the Fire Chief.

Separation of Employment. For non-represented employees who separate employment or retire, the District will pay any remaining accrued vacation time to the employees HRA/VEBA

Official holidays as approved by the District for non-represented employees are listed below:

- New Year's Day
- Martin Luther King Jr. Day
- Presidents Day
- Memorial Day
- Independence Day
- Labor Day
- Veterans Day
- Thanksgiving Day
- Friday after Thanksgiving Day
- Christmas Day
- Employees Birthday

When a Fire District holiday falls on Sunday, the following Monday will be observed as the holiday. If a holiday falls on Saturday, the preceding Friday will be observed as the holiday.

Represented Employees:

For represented employees, please reference your collective bargaining agreement.

APPENDIX “B”

EXEMPT EMPLOYEE WAGE SCALE
Revised November 21, 2022
Revised January 27th, 2025

COMMAND STAFF

JULY 1, 2022 – JUNE 30, 2023

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	E-Days
V	Fire Chief	\$11,596.40	12,176.22	\$12,785.03	10
IV	Assistant Fire Chief	\$10,044.19	11,596.40	\$12,176.22	7
III	Division Chief	\$10,518.27	\$11,044.19	\$11,596.40	7

COMMAND STAFF

JULY 1, 2023 – JUNE 30, 2024

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	E-Days
V	Fire Chief	\$12,177.51	\$12,786.38	\$13,425.70	10
IV	Assistant Fire Chief	\$11,597.63	\$12,177.51	\$12,786.38	7
III	Division Chief	\$11,045.36	\$11,597.63	\$12,177.51	7

COMMAND STAFF

JULY 1, 2024 – JUNE 30, 2025

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	E-Days
V	Fire Chief	\$12,726.34	\$13,362.65	\$14,030.78	10
IV	Assistant Fire Chief	\$12,120.32	\$12,736.34	\$13,362.65	7
III	Division Chief	\$11,543.16	\$12,120.32	\$12,726.34	7

OFFICE STAFF

JULY 1, 2022 – JUNE 30, 2023

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	E-Days
II	Office Manager	\$4187.64	\$4397.02	\$4616.88	\$4847.72	\$5090.10	\$5344.61	\$5611.84	\$5892.43	5
I	Office Clerk (Hourly)	\$16.30	\$17.11	\$17.97	\$18.87	\$19.81	\$20.80	\$21.84	\$22.93	5

OFFICE STAFF

JULY 1, 2023 – JUNE 30, 2024

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	E-Days
II	Office Manager	\$4397.02	\$4616.88	\$4847.72	\$5090.10	\$5344.61	\$5611.84	\$5892.43	\$6187.05	5
I	Office Clerk (Hourly)	\$17.11	\$17.97	\$18.87	\$19.81	\$20.80	\$21.84	\$22.93	\$24.08	5

OFFICE STAFF

JULY 1, 2024 – JUNE 30, 2025

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	E-Days
II	Office Manager	\$4594.89	\$4824.63	\$5065.87	\$5319.16	\$5585.12	\$5864.37	\$6157.59	\$6465.47	5
I	Office Clerk (Hourly)	\$17.88	\$18.78	\$19.72	\$20.70	\$21.74	\$22.82	\$23.96	\$25.16	5

**APPENDIX “B”
EXEMPT EMPLOYEE WAGE SCALE**

Revised January 27th, 2025

COMMAND STAFF

JULY 1, 2024 – JUNE 30, 2025

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	E-Days
V	Fire Chief	\$12,726.34	\$13,362.65	\$14,030.78	10
IV	Assistant Fire Chief	\$12,120.32	\$12,736.34	\$13,362.65	7
III	Division Chief	\$11,543.16	\$12,120.32	\$12,726.34	7

JULY 1, 2025 – JUNE 30, 2026

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	E-Days
V	Fire Chief	\$13,286.14	\$13,950.45	\$14,647.97	10
IV	Assistant Fire Chief	\$12,653.47	\$13,286.14	\$13,950.45	7
III	Division Chief	\$12,050.92	\$12,653.47	\$13,286.14	7

JULY 1, 2026 – JUNE 30, 2027

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	E-Days
V	Fire Chief	\$13,832.89	\$14,524.53	\$15,250.76	10
IV	Assistant Fire Chief	\$13,174.18	\$13,832.89	\$14,524.53	7
III	Division Chief	\$12,546.84	\$13,174.18	\$13,832.89	7

JULY 1, 2027 - JUNE 30, 2028

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	E-Days
V	Fire Chief	\$14,403.68	\$15,123.86	\$15,880.05	10
IV	Assistant Fire Chief	\$13,717.79	\$14,403.68	\$15,123.86	7
III	Division Chief	\$13,064.56	\$13,717.79	\$14,403.68	7

JULY 1, 2028 - JUNE 30, 2029

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	E-Days
V	Fire Chief	\$15,027.57	\$15,778.95	\$16,567.90	10
IV	Assistant Fire Chief	\$14,311.97	\$15,027.57	\$15,778.95	7
III	Division Chief	\$13,630.45	\$14,311.97	\$15,027.57	7

OFFICE STAFF

JULY 1, 2024 – JUNE 30, 2025

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	E-Days
II	Office Manager	\$4594.89	\$4824.63	\$5065.87	\$5319.16	\$5585.12	\$5864.37	\$6157.59	\$6465.47	5
I	Office Clerk Hourly	\$17.88	\$18.78	\$19.72	\$20.70	\$21.74	\$22.82	\$23.96	\$25.16	5

JULY 1, 2025 – JUNE 30, 2026

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	E-Days
II	Office Manager	\$4796.61	\$5036.44	\$5288.26	\$5552.67	\$5830.30	\$6121.82	\$6427.91	\$6749.31	5
I	Office Clerk Hourly	\$18.67	\$19.60	\$20.58	\$21.61	\$22.69	\$23.82	\$25.02	\$26.27	5

JULY 1, 2026 – JUNE 30, 2027

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	E-Days
II	Office Manager	\$4994.23	\$5243.94	\$5506.13	\$5781.44	\$6070.51	\$6374.04	\$6692.74	\$7027.38	5
I	Office Clerk Hourly	\$19.51	\$20.48	\$21.51	\$22.58	\$23.71	\$24.90	\$26.14	\$27.45	5

JULY 1, 2027 - JUNE 30, 2028

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	E-Days
II	Office Manager	\$5200.49	\$5460.51	\$5733.54	\$6020.21	\$6321.22	\$6637.29	\$6969.15	\$7317.61	5
I	Office Clerk Hourly	\$20.39	\$21.40	\$22.47	\$23.60	\$24.78	\$26.02	\$27.32	\$28.68	5

JULY 1, 2028 - JUNE 30, 2029

GROUP	CLASSIFICATION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	E-Days
II	Office Manager	\$5425.67	\$5696.95	\$5981.80	\$6280.89	\$6594.93	\$6924.68	\$7270.91	\$7634.46	5
I	Office Clerk Hourly	\$21.30	\$22.37	\$23.49	\$24.66	\$25.89	\$27.19	\$28.55	\$29.98	5

MID-COLUMBIA FIRE AND RESCUE RESOLUTION NO. 2025-01

A Resolution Adopting Revisions to the MCFR Employee Handbook

WHEREAS, Goal Number 6, Performance Objective 6.4, of the MCFR Strategic Plan as adopted by the Board, incorporates working towards and implementing competitive compensation and benefit packages to attract and retain quality personnel, and

WHEREAS, the District has recently completed collective bargaining with Local 1308 upon which a new agreement was reached, and

WHEREAS, upon ratification, the revised collective bargaining agreement (CBA) reflects adjustments in both salary and benefits for District members covered by the Union contract, and

WHEREAS, the Mid-Columbia Fire and Rescue (MCFR) Employee Handbook was adopted by the Board of Directors on December 17, 2012, and

WHEREAS, the MCFR Employee Handbook has undergone periodic revisions from its inception, most recently on November 21, 2022, to keep it updated and current; and

WHEREAS, revisions to the employee handbook are necessary to 1) comply with employee handbook requirements associated with employee wages and benefits, 2) implement command staff salary adjustments to prevent wage compression between middle-management classifications, 3) update outdated language associated with the handbook revision; 4) and add Martin Luther King Jr. Day as a recognized holiday by the District, and

WHEREAS, the Board of Directors of Mid Columbia Fire & Rescue has determined it is reasonable and appropriate for the district to amend the MCFR Employee Handbook; and

WHEREAS, the Board of Directors has deemed it to be in the best interest of the Fire District to enact the proposed amendments to the MCFR Employee Handbook.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Board of Directors of Mid-Columbia Fire and Rescue to take the following action:

1. To empower the Fire Chief to incorporate and make effective, amendments to the Mid-Columbia Fire and Rescue Employee Handbook, adopted on December 17, 2012, and most recently revised on November 21, 2022, as outlined within Attachment "A", provided herein.

Approved and adopted this 27th day of January 2025, by the Board of Directors of Mid-Columbia Fire and Rescue.

Ayes: _____

Nays: _____

President/Board of Directors

Attest: _____
Secretary/Board of Directors

Approved as to form: _____
Andrew J. Myers