



Sandy Fire District #72

Board Meeting Briefing Packet

January 17, 2024

Proudly Served by Clackamas Fire District





SANDY FIRE DISTRICT

Here for you



Board of Directors Meeting

January 17, 2024

Meeting Location: Station 71 Annex/Remote Video Conferencing

5:00 pm

AGENDA

REGULAR SESSION

- I. **CALL TO ORDER PER ORS 192.610 TO 192.690**
ORS 192.650 – The meeting is being recorded.
- II. **PLEDGE OF ALLEGIANCE**
- III. **CHANGES TO AGENDA**
- IV. **APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON DECEMBER 20, 2023** (packet pg. 4)
- V. **PUBLIC COMMENT** (*The President will call for statements from citizens regarding District business, not to exceed three minutes per person.*)
- VI. **BUSINESS – Action required**
- VII. **OTHER BUSINESS – No action required**
 - OB-1 **Board Committee/Liaison Reports**
Joint Oversight Committee
 - OB-2 **Board Informational Updates/Comments**
- VIII. **INFORMATIONAL ONLY**
 - A. **Division/Department Reports**
 - R-1a Office of the Fire Chief – Fire Chief Nick Browne (packet pg. 7)
 - R-1b Office of Business Services – Assistant Chief Steve Deters
 - R-1c Office of Financial Services – Chief Financial Officer Mark Whitaker (packet pg. 10)
 - R-1d Fleet Services – Support Services Officer Bill Bischoff

R-1e Professional Firefighters of Clackamas County Local 1159 – Shop
Steward Patrick Dunne

R-1d Volunteer Association Report – Volunteer Coordinator Ryan Kragero and
President Jerry Kearney

B. CORRESPONDENCE and INFORMATIONAL ITEMS (packet pg. 12)

C. OPEN AGENDA

D. NEXT MEETING

The next Board of Directors' meeting will be on Wednesday, February 21, at 5:00 p.m. The meeting will be hybrid, with the public invited to attend either by remote video conference or in person at Station 71 Annex (17459 Burns Ave. Sandy, OR 97055).

X. ADJOURNMENT



SANDY FIRE DISTRICT

Here for you



BOARD OF DIRECTORS MEETING MINUTES DECEMBER 20, 2023

ATTENDANCE

Board of Directors: Board Chair Sue Hein, Vice Chair Mark Maunder, Sec/Treasurer Ryan Fox, Director Andrew Brian, and Director Ron Lesowski

Others present: Steve Deters, Nannette Howland, Melanie Kinne, Ryan Kragero, Jason McKinnon, Phil Schneider, Mark Whitaker

Other community members and citizens were in attendance. The full video conferencing attendance can be provided upon request. A video recording of this meeting is available, and the timestamps are noted for each section below.

I. CALL TO ORDER PER ORS 192.610 TO 192.690

ORS 192.650 – The meeting is being recorded.

Board Chair Sue Hein called the meeting to order at 5:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. CHANGES TO AGENDA

No changes.

Timestamp: 01:00 - 01:04

IV. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON NOVEMBER 8, 2023

The minutes of the regular board meeting were approved as written.

Director Ron Lesowski made a motion to approve the Regular Board Meeting Minutes from November 8, 2023. Vice Chair Mark Maunder seconded the motion. The motion passed unanimously.

Timestamp: 01:04 – 01:35

V. PUBLIC COMMENT *(The President will call for statements from citizens regarding District business, not to exceed three minutes per person.)*

No comments.

Timestamp: 01:35 – 01:40

VI. PRESENTATION – ANNUAL AUDIT – Glen Kearns, Accuity

Glen Kearns of Accuity gave a presentation on the audit.

Timestamp: 01:40 – 07:24

VII. BUSINESS – Action required

B-1 Request Board Authorization of Letter Regarding District Representation to Clackamas 800 Radio Group – AC of Business Service Steve Deters

Vice Chair Mark Maunder made a motion to approve the letter of representation to Clackamas 800 Radio Group. Sec/Treasurer Ryan Fox seconded the motion. The motion passed unanimously.

Timestamp: 07:24 – 09:14

VIII. OTHER BUSINESS – No action required

**OB-1 Board Committee/Liaison Reports
Joint Oversight Committee**

No updates.

Timestamp: 09:14 – 09:25

OB-2 Board Informational Updates/Comments

No updates.

Timestamp: 09:25 – 10:43

IX. INFORMATIONAL ONLY

A. Division/Department Reports

R-1a Office of the Fire Chief – Assistant Chief Steve Deters

AC Deters shared an update from the Office of the Fire Chief. DC Phil Schneider gave an update for Sandy Fire. DC Schneider, former Fire Chief of Sandy Fire, is retiring. A celebration at the Sandy Fire Station will be on January 29, 2024. He was commended for his time and dedication.

R-1b Office of Business Services – Assistant Chief Steve Deters

AC Deters shared an update from the Office of Business Services included in the Fire Chief's report.

Timestamp: 10:43 – 16:36

R-1c Office of Financial Services – Chief Financial Officer Mark Whitaker

CFO Whitaker shared an update from the Office of Financial Services.

Timestamp: 16:36 – 20:43



SANDY FIRE DISTRICT

Here for you



R-1d Volunteer Association Report – Volunteer Coordinator Ryan Kragero

VC Kragero shared an update from the Volunteer Association.

Timestamp: 20:43 – 29:27

B. CORRESPONDENCE and INFORMATIONAL ITEMS

As noted.

Timestamp: 29:27 – 29:48

C. OPEN AGENDA

Sec/Treasurer Ryan Fox suggested inviting the Local 1159 Union President to the next board meeting.

Timestamp: 29:48 – 31:03

D. NEXT MEETING

The next Board of Directors' meeting will be on Wednesday, January 17, at 5:00 p.m. The meeting will be hybrid, with the public invited to attend either by remote video conference or in person at Station 71 Annex (17459 Burns Ave. Sandy, OR 97055).

X. ADJOURNMENT

The regular Board of Directors meeting was adjourned at 5:31 p.m.

Vice Chair Maunder made a motion to adjourn the meeting. Director Brian seconded the motion. The motion passed unanimously.

Minutes recorded by Program Specialist Nannette Howland and prepared by Administrative Technician Kelly Franzen.

Board Chair Sue Hein

Secretary/Treasurer Ryan Fox

FIRE CHIEF'S REPORT

DECEMBER 2023



Academy 23-03 Graduates



Residential Fire on Brookside



Operation Santa 2023

Highlights

- Community engagement and events continued at a high level during December.
- Staff is working on expanding the File For Life program into our expanded service areas.
- Academy 23-03 graduated on Dec. 21.
- Finance worked on developing budget and staffing projections for FY 24-25.
- As a member of the International Association of Fire Chief's Technology Council, Chief Huffman attended the IAFC Technology Summit International in Dallas during the first week of December. He learned more about the new national incident reporting system, spoke with FirstNet leadership, attended breakout sessions on new communication & data systems, and evaluated incident command and situational awareness technology.

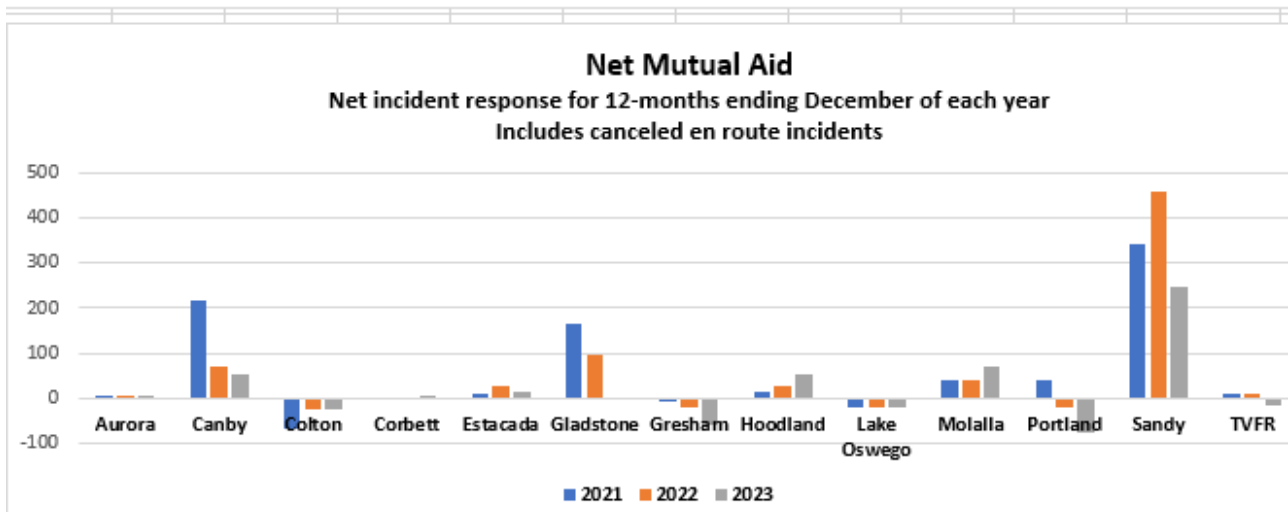
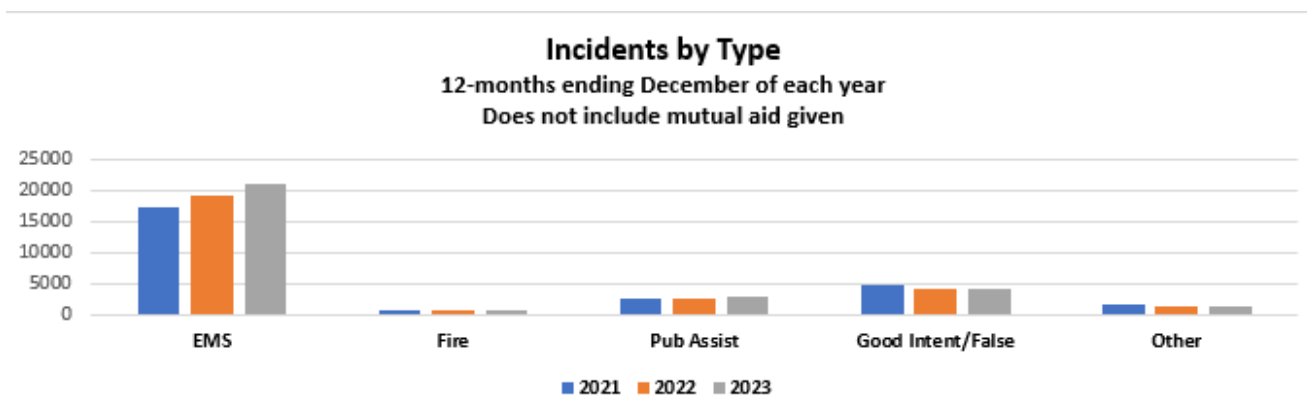
Notable Events/Calls

- 12/4 – Water Rescue on Johnson Creek. Clackamas County Water Rescue Consortium worked with Portland Fire to search for an adult male who was swept downstream. Unfortunately, crews were unable to locate him and his body surfaced the next day.
- 12/7 – The East Battalion responded to a mobile home fire in Big Valley Woods in Eagle Creek. Upon arrival, crews had a 75% involved double wide. Crews surrounded the structure with attack lines and attempted to search any accessible compartments within the structure. Thankfully, all occupants were able to safely exit the structure.
- 12/14 – The North Battalion responded to a residential fire on Brookside Drive in Milwaukie. Crews quickly extinguished a room and content fire in which all occupants and pets safely exited the structure prior to Fire Department arrival. The fire was under control 15 minutes after being dispatched.

FIRE CHIEF'S REPORT

DECEMBER 2023

Organizational Data



Average Company Time Committed	
Time: 216 hours and 38 minutes	Percent of Month: 31.54%
Includes Preparation and Response: Incidents, Apparatus/Equipment Checks, Physical Fitness, Training	

Volunteers

Training		Events	Duty Shifts	Station 12	Station 74
# of Drills	0	10	Nights	15/31	20/31

Staffing

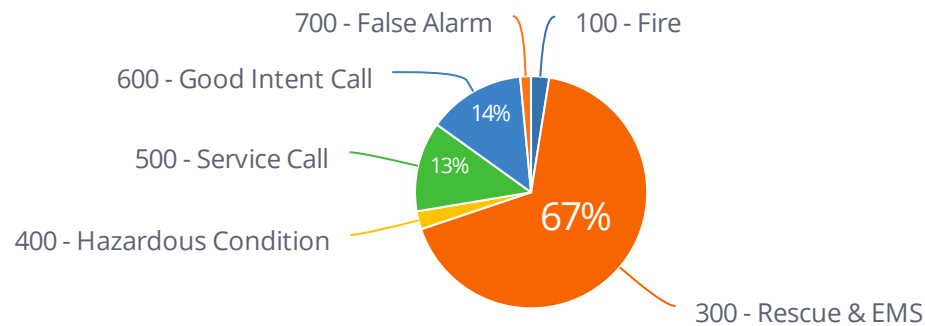
	Response	Risk Reduction	Crew 30	Staff	FF Vols	Support Vols
Allocated	263	12	20	55		
Filled	247	8	20	53	21	23
Academy	0	0			10	4

Station 71, 73, 74 - Incident Overview

Sandy Incidents - December 2023

Incident Type Group	# of unique Incident Number
100 - Fire	5
300 - Rescue & EMS	134
400 - Hazardous Condition	5
500 - Service Call	25
600 - Good Intent Call	27
700 - False Alarm	3
# of unique Incident Number	199

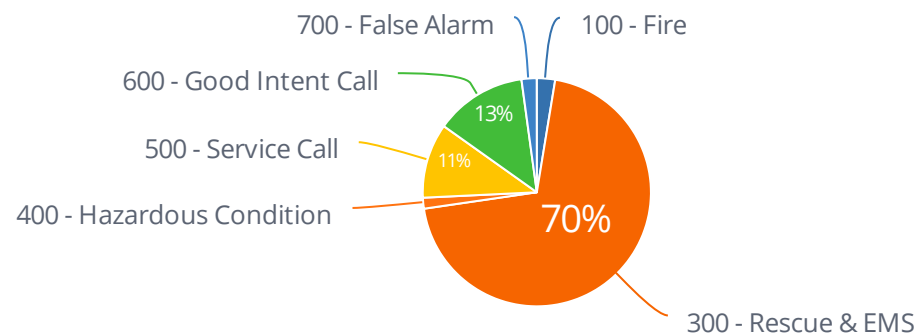
Sandy Incidents - December 2023



Sandy Incidents - July 2023 - To Date

Incident Type Group	# of unique Incident Number
100 - Fire	30
300 - Rescue & EMS	814
400 - Hazardous Condition	18
500 - Service Call	123
600 - Good Intent Call	151
700 - False Alarm	25
# of unique Incident Number	1,161

Sandy Incidents - July 2023 - To Date



Bank Reconciliation December 2023

Local Government Investment Pool

		<i>Beginning Balance</i>	\$4,077,027.46
12/1/2023	Clackamas County Tax Distribution		\$664,882.08
12/8/2023	Clackamas County Tax Distribution		\$238,031.64
12/29/2023	Interest		\$20,919.45
		<i>Ending Balance</i>	<u>\$5,000,860.63</u>

Checking Account

	<i>Beginning Balance</i>	\$79,490.06
ADP Fees		-\$288.35
Interest		\$6.63
	<i>Ending Balance</i>	<u>\$79,208.34</u>

Total Cash Balance 11/30/23 \$5,080,068.97

Budget to Actuals December 2023

Revenue	Budget	Actual
Tax Revenue	\$4,729,235	\$4,387,130
Other	\$0	\$6,038
Interest	\$55,000	\$53,025
	<u>\$4,784,235</u>	<u>\$4,446,194</u>

Expenses	Budget	Actual
Personnel Services	\$0	\$0
Materials & Services	\$4,754,235	\$2,497,922
Capital Outlay	\$52,000	\$49,154
Operating Contingency	\$100,000	\$0
	<u>\$4,906,235</u>	<u>\$2,547,077</u>

**Accounts Receivable Contact:**

503.742.2600

AccountsReceivable@clackamasfire.com**Remit Payment to:**

Clackamas Fire District #1

11300 SE. Fuller, Rd

Milwaukie, OR 97222

INVOICE

Invoice Date	Invoice No.
01/03/2024	8291
Customer Number	
1167	
Invoice Total Due	
\$1,169,808.75	

1167
SANDY RFPD
PO Box 518
Sandy, OR 97055

Please remit payment by the 15th of the month.

Invoice Date: 01/03/2024

Customer Number: 1167

Description	Quantity	Price	UOM	Original Bill	Adjusted	Paid	Amount Due
CONTRACT REVENUE	1	\$1,169,808.75	EACH	\$1,169,808.75	\$0.00	\$0.00	\$1,169,808.75
Q3 Full Contract for Service Amount: \$1,169,808.75							
Please put Invoice Number on your check. Make Checks Payable to: Clackamas Fire District #1				Invoice Total:		\$1,169,808.75	

ORIGINAL

COPY

CORRESPONDENCE

C-1 Social Media Comments

Thankful to the crews who responded to a residential fire in Boring, Dec. 7:

Top fan

This is my neighbors house. Y'all did such an amazing job at getting that fire out. The hustle and dedication I saw tonight from your fire department was astonishing. Thank you so much for all of your hard work and mentioning the importance of having working smoke alarms, I didn't hear any going off when I was outside before y'all arrived and I only noticed it because of the sounds I kept hearing from the wood cracking. It was [redacted] Again, thank you for all you do, y'all are heroes 🙏

21

Thankful to the Fire District for the Operation Santa program and parades, Dec. 8:

This was the coolest thing!! My kids, especially my little future fire fighter really enjoyed it and waited all evening for this! Thank you! 🎅 🚒



We absolutely loved it! My street had about 15+ kiddos and families out there watching! Very special, thank you very much!

4w Like Reply Hide

2

Thankful to the crews for their responses to a residential and commercial fire in Sandy, Dec. 11:

Oh thank you so very much. It good to know you're near 🙏

4w Like Reply Hide

1

Thankful to crews who responded to a flipped semi-truck accident on I-205, Dec. 12:

Saw this heading south bound when it happen. Was scary, thanks to the FIRST RESPONDERS!

2

Thankful to the Fire District for 14 additional firefighters protecting the District, Dec. 26:

Thank you all for what you do for the rest of us!

1

Top fan

The work you're about to embark on will make a difference in our communities! Thanks for your commitment!

1

INFORMATIONAL ITEMS

- I – 1 KOIN NEWS, December 4, 2023: “Water rescue becomes recovery at Johnson Creek” <https://www.koin.com/local/clackamas-county/several-departments-respond-to-rescue-mission-in-milwaukie-creek/>
- I – 2 Oregon Live, December 5, 2023: “1 person presumed drowned in SE Portland’s Johnson Creek; 2nd body found in Washington County creek” <https://www.oregonlive.com/weather/2023/12/1-person-presumed-drowned-in-se-portlands-johnson-creek-2nd-body-found-in-washington-county-creek.html>
- I – 3 KATU NEWS, December 13, 2023: “Truck driver's swift action aids Clackamas Fire Department in extinguishing garbage fire” <https://katu.com/news/local/truck-drivers-swift-action-aids-clackamas-fire-department-in-extinguishing-garbage-fire>
- I – 4 KPTV NEWS, December 15, 2023: “Pet knocks over candle, sparking house fire in Milwaukie” <https://www.kptv.com/2023/12/15/pet-knocks-over-candle-sparking-house-fire-milwaukie/>
- I – 5 Flash Alert, December 18, 2023: “Clackamas Fire District Crews Stay Busy in Sandy, Oregon” (In Board Packet)

CLACKAMAS FIRE DISTRICT CREWS STAY BUSY IN SANDY, OREGON (PHOTO)

News Release from **Clackamas Fire District**

Posted on FlashAlert: December 18th, 2023 10:45 AM

Downloadable file: [Sand Fire crew](#)

On July 1, 2023, Clackamas Fire District entered a full contract for service with Sandy Fire District No. 72. Recognizing the need for a quicker response to many types of calls that may not require water or extrication tools, Clackamas Fire District has positioned a fully staffed, smaller vehicle that can respond faster and more efficiently to less involved calls. This vehicle, referred to as the "Rescue," has already seen its fair share of the action in Sandy.

Clackamas Fire District staffs the Sandy main fire station with the Rescue as well as a fully staffed fire engine, which carries firefighting equipment, auto extrication tools and, the ability to provide advanced life support.

On the morning of December 8, 2023, with multiple calls happening in the area, Clackamas Fire District crews responded out of the Sandy main fire station to the report of a 6-week-old in respiratory distress. Before their arrival, the call was upgraded to a cardiac arrest. Firefighters arrived to find the infant receiving CPR from his mother and jumped in to help. The first responders were able to resuscitate the baby who, after a short stay in the hospital, is back with his family showing no lasting effects from the incident barring the discovery of a genetic disorder that is now being adequately treated.

Three days later, firefighters responded again from the main fire station to two fires burning simultaneously at opposite ends of town. With the help from Clackamas firefighters from Eagle Creek, Boring, Happy Valley, and Damascus, and firefighters from Gresham Fire, the residential fire on Keisecker Rd. was kept to the room of origin. The commercial fire on Gilbertson Rd. was stopped quickly minimizing the damage to equipment and product. No people or pets were harmed in either incident.

Clackamas Fire District Assistant Chief Steve Deters says, "With the increase of career and volunteer firefighters in the Sandy community, it allows Clackamas Fire District to be prepared for multiple call types and to exceed the citizen's needs." As noted previously, we have seen this multiple times since July.

Clackamas Fire District Division Chief Phil Schneider, former fire chief for Sandy stated, "Clackamas Fire District being able to supply two responding vehicles out of the main fire station has already proven beneficial for the Sandy community."

(Note: any media inquiries regarding the infant and his family will be declined, per the family's request.)

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