



**Sandy Fire District #72**

# **Board Meeting Briefing Packet**

**February 21, 2024**

*Proudly Served by Clackamas Fire District*





# SANDY FIRE DISTRICT

*Here for you*



## Board of Directors Meeting

FEBRUARY 21, 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 JANUARY 17, 2024 (packet pg. 3)**
- 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. 6)
    - R-1b Office of Business Services – Assistant Chief Steve Deters
    - R-1c Office of Financial Services – Chief Financial Officer Mark Whitaker (packet pg. 9)
    - R-1d Professional Firefighters of Clackamas County Local 1159 – Union Representative

**B. CORRESPONDENCE and INFORMATIONAL ITEMS (packet pg. 11)**

**C. OPEN AGENDA**

**D. NEXT MEETING**

The next Board of Directors' meeting will be on Wednesday, March 20, 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).

**IX. REGULAR MEETING RECESSED**

**X. EXECUTIVE SESSION CALLED UNDER ORS 192.660 (2)(d) TO DISCUSS LABOR CONTRACT NEGOTIATIONS**

**XI. REGULAR MEETING RECONVENED**

**XII. ADJOURNMENT**



# SANDY FIRE DISTRICT

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## BOARD OF DIRECTORS MEETING MINUTES JANUARY 17, 2024

### ATTENDANCE

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

Others present: Bill Bishoff, Nick Browne, Steve Deters, Nate Hon, Shelby Hopkins, Ryan Kragero, 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

Chief Browne made one change to the agenda. Local 1159 updates will be from Nate Hon in Patrick Dunne's absence.

Timestamp: 00:37 – 01:26

#### IV. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON DECEMBER 20, 2023

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

**Vice Chair Mark Maunder made a motion to approve the Regular Board Meeting Minutes from December 20, 2023. Director Andrew Brian seconded the motion. The motion passed 3/0.**

Timestamp: 01:26 – 02:08

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

No comments.

**VI. BUSINESS – Action required**

None.

**VII. OTHER BUSINESS – No action required**

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

**Joint Oversight Committee**

No updates.

**OB-2 Board Informational Updates/Comments**

No updates.

Timestamp: 02:08 – 02:23

**VIII. INFORMATIONAL ONLY**

**A. Division/Department Reports**

**R-1a Office of the Fire Chief – Fire Chief Nick Browne**

Chief Browne shared an update from the Office of the Fire Chief.

Timestamp: 02:23 – 06:04

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

AC Deters shared an update from the Office of Business Services.

Timestamp: 06:04 – 08:15

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

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

Timestamp: 08:15 – 09:44

**R-1d Fleet Services – Support Services Officer Bill Bischoff**

SS Officer Bischoff shared an update from fleet services.

Timestamp: 09:44 – 16:52

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

**Patrick Dunne**

Shop Steward Dunne was absent. President Nate Hon shared an update from Local 1159.

Timestamp: 16:52 – 22:37

**R-1f Volunteer Association Report – Volunteer Coordinator Ryan Kragero and**

**President Jerry Kearney**

VC Kragero shared an update from the Volunteer Association.

Timestamp: 22:37 – 25:05

**B. CORRESPONDENCE and INFORMATIONAL ITEMS**



# SANDY FIRE DISTRICT

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As noted.

Timestamp: 25:05 – 25:19

## 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).

## IX. ADJOURNMENT

The regular Board of Directors meeting was adjourned at 5:28 p.m.

**Vice Chair Maunder made a motion to adjourn the meeting. President Sue Hein seconded the motion. The motion passed 2/0.**

Minutes recorded by Executive Manager Shelby Hopkins and prepared by Administrative Technician Kelly Franzen.

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Board Chair Sue Hein

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Secretary/Treasurer Ryan Fox

# FIRE CHIEF'S REPORT

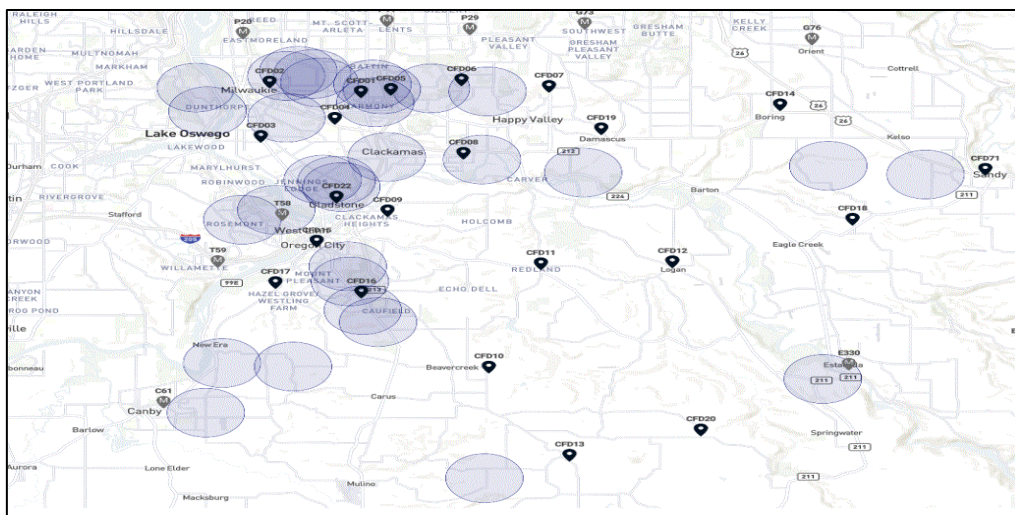
JANUARY 2024



Outfitting QRVs from levy funds

## Highlights

- Beginning to plan and coordinate the 2024 community outreach calendar.
- Reintroduce a community Fire District newsletter that is titled "The Siren." This will be a quarterly publication that will be available on our website and social media.
- The District's 2024/2025 fiscal budget planning began in January.
- Kastros "Calm the Chaos" training was rolled out to company officers.



Darkhorse fire calls for January

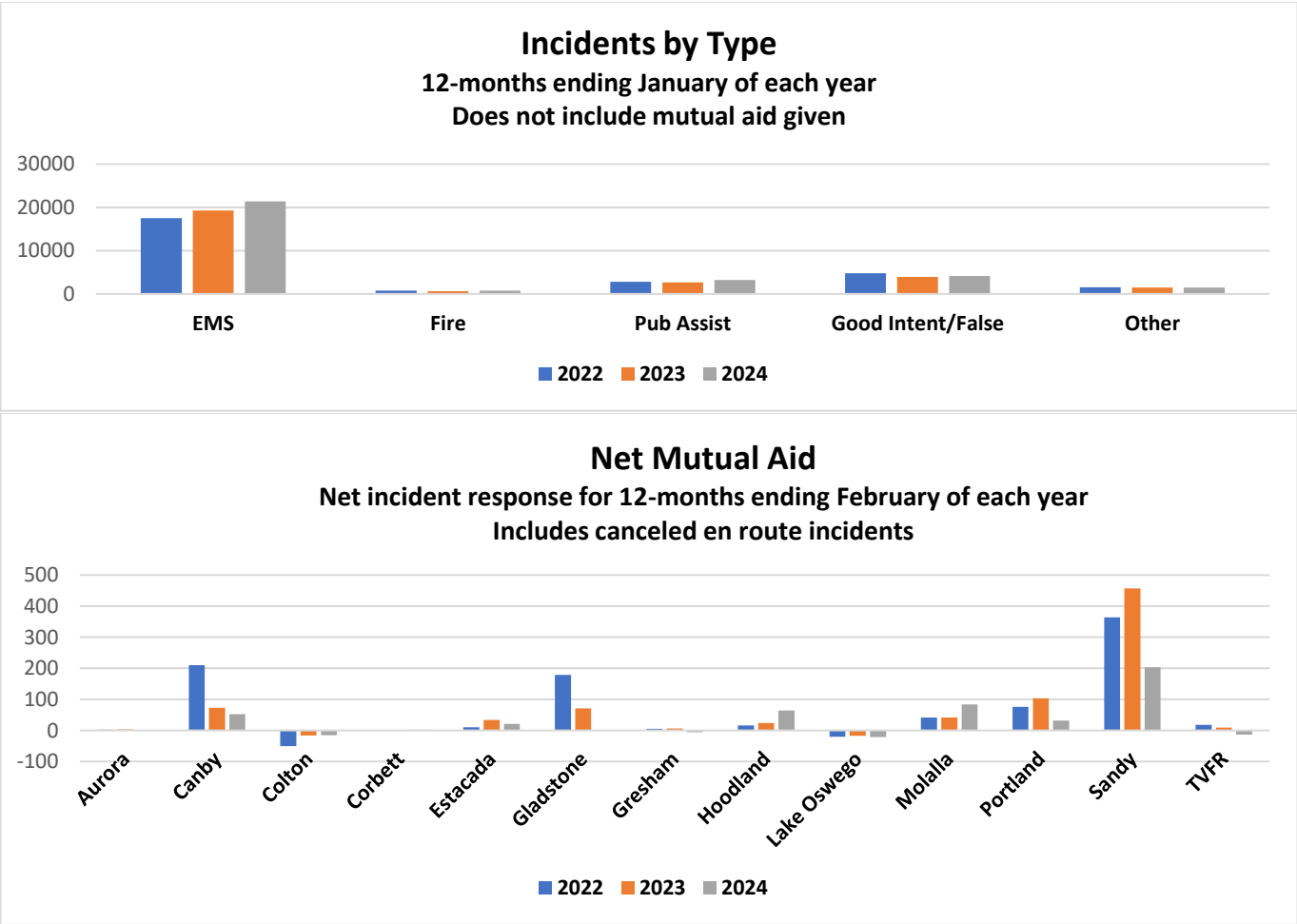
## Notable Events/Calls

- 1/13 Commercial Fire at 8640 SE Causey Ave. The north battalion responded to a first-floor apartment fire where crews battled snow, ice, and high winds. Crews immediately located and removed a victim from the apartment and transported them to the burn center. The victim was rescued 2 minutes after arrival with the fire under control within 7 minutes.
- 1/25 Commercial fire at the Clackamas Inn on 82nd Drive. Crews found heavy smoke on the second floor, and located a small fire held in check by the sprinkler system. The motel was searched within 8 minutes of arrival and the fire was under control within 11 minutes. No civilian injuries were reported.

# FIRE CHIEF'S REPORT

JANUARY 2024

## Organizational Data



Average Company Time Committed	
Time: 237 hours and 23 minutes	Percent of Month: 34.57%
Includes Preparation and Response: Incidents, Apparatus/Equipment Checks, Physical Fitness, Training	

## Staffing

	Response	Risk Reduction	Crew 30	Staff	FF Vols	Support Vols
Allocated	276	9	2	57		
Filled	267	7	2	58	21	17
Academy	0	0			10	4

## Volunteers

Training		Events	Duty Shifts	Station 12	Station 74	Rehab 321	Rehab 302
# of Drills	6	0	Nights	3/31	26/31	7/31	7/31

# Station 71, 73, 74 - Incident Overview

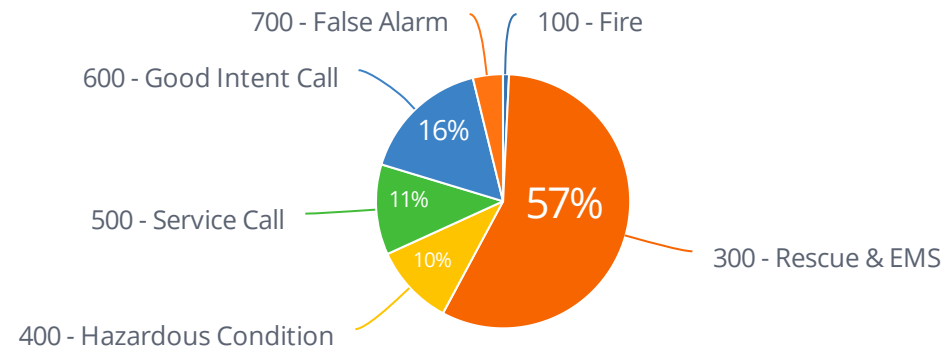
Sandy Incidents - January 2024

Incident Type Group	# of unique Incident Number
100 - Fire	2
300 - Rescue & EMS	149
400 - Hazardous Condition	27
500 - Service Call	30
600 - Good Intent Call	43
700 - False Alarm	10
# of unique Incident Number	261

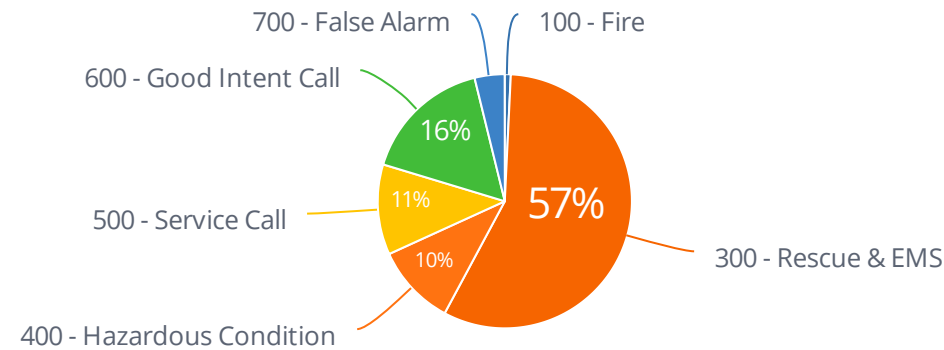
Sandy Incidents - Year to Date

Incident Type Group	# of unique Incident Number
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Sandy Incidents - January 2024



Sandy Incidents - Year to Date



# Bank Reconciliation January 2024

## **Local Government Investment Pool**

	<i>Beginning Balance</i>	<i>\$5,000,860.63</i>
1/10/2024	Transfer Costs to Clackamas Fire	-\$41,932.00
1/12/2024	Clackamas County Tax Distribution	\$53,143.91
1/18/2024	Q3 Contract for Service Payment	-\$1,169,808.75
1/31/2024	Interest	\$18,957.48
	<i>Ending Balance</i>	<i>\$3,861,221.27</i>

## **Checking Account**

	<i>Beginning Balance</i>	<i>\$79,208.34</i>
Interest		\$6.60
	<i>Ending Balance</i>	<i>\$79,214.94</i>

**Total Cash Balance 01/31/24      \$3,940,436.21**

# Budget to Actuals January 2024

<b>Revenue</b>	<b>Budget</b>	<b>Actual</b>
Tax Revenue	\$4,729,235	\$4,440,274
Other	\$0	\$6,038
Interest	\$55,000	\$71,989
	<u>\$4,784,235</u>	<u>\$4,518,302</u>

<b>Expenses</b>	<b>Budget</b>	<b>Actual</b>
Personnel Services	\$0	\$0
Materials & Services	\$4,754,235	\$3,709,663
Capital Outlay	\$52,000	\$49,154
Operating Contingency	\$100,000	\$0
	<u>\$4,906,235</u>	<u>\$3,758,818</u>



# CLACKAMAS FIRE DISTRICT

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## Memo

**To** Assistant Chief Deters  
**From** Volunteer Coordinator Ryan Kragero  
**Date** February 8, 2024  
**Subject** Sandy Fire District Board - Volunteer Synopsis - January 2024 – Station 74

### Special Events:

No significant events.

### Brush 374 Calls for Service:

EMS – 7  
Miscellaneous Fire / Vegetation Fire – 0  
Motor Vehicle Accidents – 2  
Structure Fire – 0  
Powerline Down – 3  
Other - 3

### Training:

#### Volunteers:

1/3/24 – Station 14 Expectations – Cone Course and WT314 & WT314R familiarization  
1/3/24 – Station 5 – Firefighter tool maintenance with HR305  
1/10/24 – Bulk Load – 101  
1/17/24 – Bulk Load – 102 – Cancelled snow and ice  
1/24/24 – EMS 2024 Protocol In-Service  
1/30/24 – Rehab 101 – Rehab 321 familiarization  
1/31/24 – Wellness – Hip Neutral

#### Explorers:

1/4/24 – SCBA 101  
1/11/24 – SCBA donning and doffing.  
1/18/24 – Canceled due to weather.  
1/25/24 – Masking up & SCBA maintenance.

### Station 74 Shift Coverage:

26 out of 31 nights

### Additional Points of Interest:

We received our newest support volunteer / water tender operator – Phil Schneider.

## CORRESPONDENCE

- C – 1 Social Media compilation for January
- C – 2 Thank you Re: Chimney Fire on Johnson Rd in Clackamas on 1/13/2024.  
On the call: **TR304** Lt Michael Shearer, AO Cody Abbott, FF Michael Willcut, FF Clay Davis
- C – 3 Thank you from the Clackamas Services Center for food drive
- C – 4 Thank you from chipper grant recipient

## CORRESPONDENCE

### C-1 Social Media Comments

Thankful for the levy and the increased staffing at Stations 1 and 15, Jan. 4:

Sleepless knights.. clever 🤩 Nice to see local dollars serving the community.

Thank you for being there for all of us. God bless you all.

Such an important initiative, congratulations!

Thankful for crews and their work in responding to two working fires, Jan. 11:

Top fan

So tragic. Thank you for doing your part day after day to help protect our communities

Thankful to T316 and DFM Capt. Shanklin for the station tour and fire safety talk, Jan. 12:

Thanks for educating the kids about fire safety.

Thankful to E301 for rescuing a victim from an apartment fire and for the increased staffing from the levy, Jan. 13:

Top fan

Great job. I am so glad I voted for the levy, and it passed! We are so fortunate to have you all!

Great job, another life saved because we have full staffing of our stations.

Keep up your excellent work with controlling the fire and rescuing the occupant!!

Thankful to crews and their hard work in during the winter storm, Jan. 13:

We noticed them in the neighborhood today checking in on our elderly neighbors! ❤️  
Thank you for being out here, and doing what you do!

Top fan

We had a pipe burst and Clackamas Fire came out and shut off our water. They were incredibly professional, compassionate and understanding. Thank you for being there for us!!

Thankful to R371 and E371 for rescuing an injured snowboarder, Jan. 14:

Top fan

Thank you firefighter/rescuers !!

Thankful to HR305 for their search efforts at a residential fire on SE Orchard Ln., Jan. 29:

Top fan

Thank you for continuing to look for victims!

Incident: CF240101591  
Response Date: 1/13/24  
Address: 15720 SE Johnson Rd., Clackamas  
Dispatched: 5:00 p.m.  
Problem: Chimney Fire



**Emily Clift**

Assign conversation ▼



Thanks for keeping our neighbors safe and good job to T304 for quick work on our neighbor's structure fire!





Dear Doug and the rest of the Clackamas Fire team,

We are so grateful for all the hard work, time, and energy you put into Operation Santa and the food drive. CSC was honored to receive such a bounty of donations and to be able to distribute it out to our community. Thank you for your support and this continued partnership. We can't wait for next year!

With gratitude,  
Mira, and the whole CSC team

7E Photo

My dear,  
 I want you to know how ap-  
 preciative I am to have been a  
 recipient of one of the Fair Child  
 grants since this summer - just  
 soon as 2023. It is wonderful to  
 know that my "pencil" no longer  
 has the presence or potential to  
 be overlooked, forgotten,  
 where most my thanks to  
 you personally for your gener-  
 ousness and professional-  
 ism as a representative  
 of our fair district.

You strengthen me  
 with your faith by being  
 the kind of person  
 you are.



Wishing you

**HAPPINESS**

this holiday season

and a year filled with

**HOPE and PROMISE.**

With my warmest

gratitude -

Barbara J. Becker



## INFORMATIONAL ITEMS

- I – 1 KGW NEWS, January 1, 2024, “Driver arrested for manslaughter, DUII after 3-vehicle crash on Highway 224 that kills 2 people”  
<https://www.kgw.com/article/news/crime/2-die-3-vehicle-crash-highway-224-milwaukie-driver-arrested-duii-manslaughter/283-b44a1dc2-b50b-4f1e-bbab-0751c42ad3d9>
- I – 2 Flash Alert, January 12, 2024: “Clackamas Fire District Reflects on a Historic Year” (In Board Packet)
- I – 3 Flash Alert, January 13, 2024: “Clackamas Fire District Levy Staffing Proves Crucial as Fire Crews Rescue Resident from Winter Apartment Fire” (In Board Packet)
- I – 4 FOX NEWS, January 17, 2024, “Clackamas Fire Department seeing increase in fall-related calls” <https://www.kptv.com/video/2024/01/18/clackamas-fire-department-seeing-increase-fall-related-calls/>
- I – 5 KOIN NEWS, January 18, 2024, “Fire crews rescue fisherman stranded on rock in Clackamas River” <https://www.koin.com/local/clackamas-county/fire-crews-rescue-fisherman-stranded-on-rock-in-clackamas-river/>



## **CLACKAMAS FIRE DISTRICT LEVY STAFFING PROVES CRUCIAL AS FIRE CREWS RESCUE RESIDENT FROM WINTER APARTMENT FIRE(PHOTO) (PHOTO)**

News Release from **Clackamas Fire District**

*Posted on FlashAlert: January 13th, 2024 4:28 PM*

Downloadable file: [Apartment Fire](#)

On Saturday, January 13, 2024, Clackamas Fire District crews responded to an apartment fire on Causey Ave. in unincorporated Clackamas County. Two minutes after their arrival, firefighters discovered a resident in the apartment near the front door, and were able to remove him and minutes later had him transported for treatment. Initial search of all adjacent apartments was completed within seven minutes of crews arrival and the fire was declared “under control” within 10 minutes.

Captain Curtis Guttman was the first arriving officer on scene along with his three crew members from station #1.

“This was a perfect example of how voter support for our levy empowers us to save lives! With four firefighters on the engine, we didn't have to wait for a second unit to arrive in order to enter the burning building, find, and remove the victim. Having one more crew member on the engine can literally be the difference between life and death.”

The fire was kept to the apartment of origin and investigators will be working to determine the cause. We at Clackamas Fire District are thankful for the support of our community and are already celebrating the positive effects which are a direct result of that support.



## CLACKAMAS FIRE DISTRICT REFLECTS ON A HISTORIC YEAR. (PHOTO)

News Release from **Clackamas Fire District**

*Posted on FlashAlert: January 12th, 2024 10:10 AM*

Downloadable file: [residential fire pic.](#)

[Clackamas, OR] - As we bid farewell to 2023 and welcome 2024, Clackamas Fire District takes a moment to reflect on a year filled with unwavering dedication, community service, and prompt emergency response. Despite the challenges presented by various incidents, our agency remains committed to ensuring the safety and well-being of our community.

In 2023, Clackamas Fire District responded to 30,132 emergency calls, providing critical assistance to those in need. Our highly trained and dedicated personnel worked tirelessly around the clock, demonstrating exceptional professionalism and compassion in the face of adversity.

Fire Chief Nick Browne expressed pride in the agency's accomplishments over the past year:

"The response from the community has been incredible. They see the commitment of our firefighters, paramedics, and support staff, and the challenges they respond to every day, and that's something the community wants to invest in. I'm proud of our team, who continue to respond to all calls, from large-scale incidents to everyday emergencies. They have consistently risen to the occasion, showcasing their skill and dedication."

Notable achievements in 2023:

1. **Passage of Emergency Services Levy:** In 2023, Clackamas Fire District asked voters to invest in firefighters, wildfire mitigation, and emergency response. In May 2023, nearly 60% of voters supported the levy. Already staffing has increased from three person to four person in stations 1,8,14,15 & 19 which will have a direct positive impact on the cities of Happy Valley, Milwaukie, Oregon City, as well as the communities of Boring, and Damascus.
2. **Community Engagement Initiatives:** Clackamas Fire District believes in fostering strong ties with the community. Throughout the year, we organized events such as fire safety

presentations, station open houses, and school outreach programs which includes teaching hands-only CPR which is now a requirement for all students before they graduate in the state of Oregon.

3. **Wildfire Response:** Station 8 has received a wildland apparatus to boost wildfire response capability.
4. **Technology Upgrades:** Clackamas Fire District implemented state-of-the-art technology to enhance our emergency response capabilities. This includes upgrades to communication systems, firefighting equipment, and medical response tools, ensuring that our personnel can efficiently and effectively address a wide range of emergencies.
5. **Recognition of Exceptional Service:** Clackamas Fire District acknowledges the outstanding contributions of its personnel. Several individuals were recognized for their bravery, leadership, and commitment to service through various awards and commendations.

Looking ahead to 2024:

As we step into 2024, Clackamas Fire District remains dedicated to evolving and enhancing our capabilities to meet the ever-changing needs of our community. Plans for the upcoming year include:

- Reopening and fully staffing the rural fire station in the community of Clarkes.
- Capital projects and purchases to prepare for future levy staffing. This includes improvements to stations 12 & 13 as well as starting the process for new apparatus.
- Collaboration with local agencies and organizations to strengthen the overall emergency response network.

We at Clackamas Fire District would like to express our gratitude to our community for your unwavering support throughout 2023. We look forward to another year of service, commitment, and partnership in ensuring the safety and well-being of our residents.

###