



Sandy Fire District #72

Board Meeting Briefing Packet

April 17, 2024

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SANDY FIRE DISTRICT

Here for you



Board of Directors Meeting

APRIL 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 MARCH 20, 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**
 - B-1 **Designating the District’s Budget Officer** – AC Steve Deters (Packet Pg. 6)
- 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 Professional Firefighters of Clackamas County Local 1159 – Union Representative

Trust • Empowerment • Accountability • Mindset • Service

B. CORRESPONDENCE and INFORMATIONAL ITEMS (Packet Pg. 11)

C. OPEN AGENDA

D. NEXT MEETING

The next Board of Directors' meeting will be on Wednesday, May 15, at 5:00 p.m.
The meeting will be hybrid with the public invited to attend either by remote video conferencing or in person at Station 71 Annex (17459 Burns Ave. Sandy, OR 97055).

IX. REGULAR MEETING RECESSED

X. EXECUTIVE SESSION CALLED TO ORDER UNDER ORS 192.660(2)(b) TO DISCUSS A PERSONNEL MATTER

XI. REGULAR MEETING RECONVENED

XII. ADJOURNMENT



SANDY FIRE DISTRICT

Here for you



BOARD OF DIRECTORS MEETING MINUTES MARCH 20, 2024

ATTENDANCE

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

Others present: Nick Browne, Shelby Hopkins, Joe Johanesen, 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

Chief Browne announced one change to the agenda.

- 1) Under Section VIII, Informational Items, R1-b, the Office of Business Services report will be presented under the Fire Chief's report in AC Deter's absence.

Timestamp: 01:14 – 01:37

IV. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON FEBRUARY 21, 2024

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 February 21, 2024. Sec/Treasurer Ryan Fox seconded the motion. The motion passed unanimously.

Timestamp: 01:37 – 01:10

V. PUBLIC COMMENT *(The President will call for statements from citizens regarding District business, not to exceed three minutes per person.)* No comments.

Timestamp: 01:10 – 02:15

VI. BUSINESS – Action required

None.

Timestamp: 02:15 – 02:15

VII. OTHER BUSINESS – No action required

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

Director Ron Lesowski shared that the joint oversight committee hasn't met since the last update. The next oversight committee meeting is slated for April.

OB-2 Board Informational Updates/Comments

No updates.

Timestamp: 02:15 – 02:56

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. A Board of Directors work session will be scheduled in April. He also shared an update for the Office of Business Services in AC Deter's absence.

Timestamp: 02:56 – 13:26

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

AC Deters was absent. Report given by Chief Browne.

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

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

Timestamp: 13:26 – 15:39

R-1d Professional Firefighters of Clackamas County Local 1159 – Union Representative

No report. A union representative was not present at the meeting.

R-1e Volunteer Association Report – Volunteer President Joe Johanesen

Volunteer President Johanesen shared an update from the Volunteer Association.

Timestamp: 15:39 – 21:46

B. CORRESPONDENCE and INFORMATIONAL ITEMS

As noted.

Timestamp: 21:46 – 22:09

C. OPEN AGENDA

Chief Browne mentioned House Bill 4045, the PERS expansion proposal. The bill lowers the retirement age for represented fire personnel from age 60 to 55.

Timestamp: 22:09 – 24:24

D. NEXT MEETING

The next Board of Directors’ meeting will be on Wednesday, April 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).

IX. ADJOURNMENT

The regular Board of Directors meeting adjourned at 5:44 p.m.

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

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

Board Chair Sue Hein

Secretary/Treasurer Ryan Fox



CLACKAMAS FIRE DISTRICT

Here for you

Memo

To	Board of Directors
From	Fire Chief Nick Browne
Date	April 17, 2024
Subject	Appoint Sandy Fire District Budget Officer

Action Requested

We request the Board of Directors appoint Chief Financial Officer Mark Whitaker as the Budget Officer for Sandy Fire District for the FY 2024-25 budget process.

Background

The Board of Directors is required by ORS 294.331 to designate one person to serve as budget officer. CFO Whitaker has the appropriate experience and knowledge to serve as the budget officer for Sandy Fire.

Staff Recommendation

Staff recommends that the Board of Directors appoint Mark Whitaker as the Budget Officer for Sandy Fire District.

FIRE CHIEF'S REPORT

MARCH 2024



*Public Safety Career Fair at
Camp Withycombe March 15*



Destructive training on Silver Springs Road

Highlights

Upcoming Events

Volunteer Academy class 23-02 graduation will be on April 16 at 6:30 pm at the training warehouse.

Hilltop station 16 will be hosting Good Morning Oregon City on April 17 at 7:15 am.

Sandy Kiwanis Club and Clackamas Fire will be hosting the annual Sportsman's Breakfast at the main Sandy station on Saturday, April 20 from 7-1 pm.

Beavercreek station 10 will be hosting an Open House on May 4 in conjunction with the Debris Collection Day.

Special Training

Willamette View Manor has offered two adjoining residential properties to CFD1 to utilize for destructive training. (See Pic)

Fleet employees attended EVT training courses the week of March 4.

Multi-agency training at AMR for 2-weeks with several adjoining fire agencies.

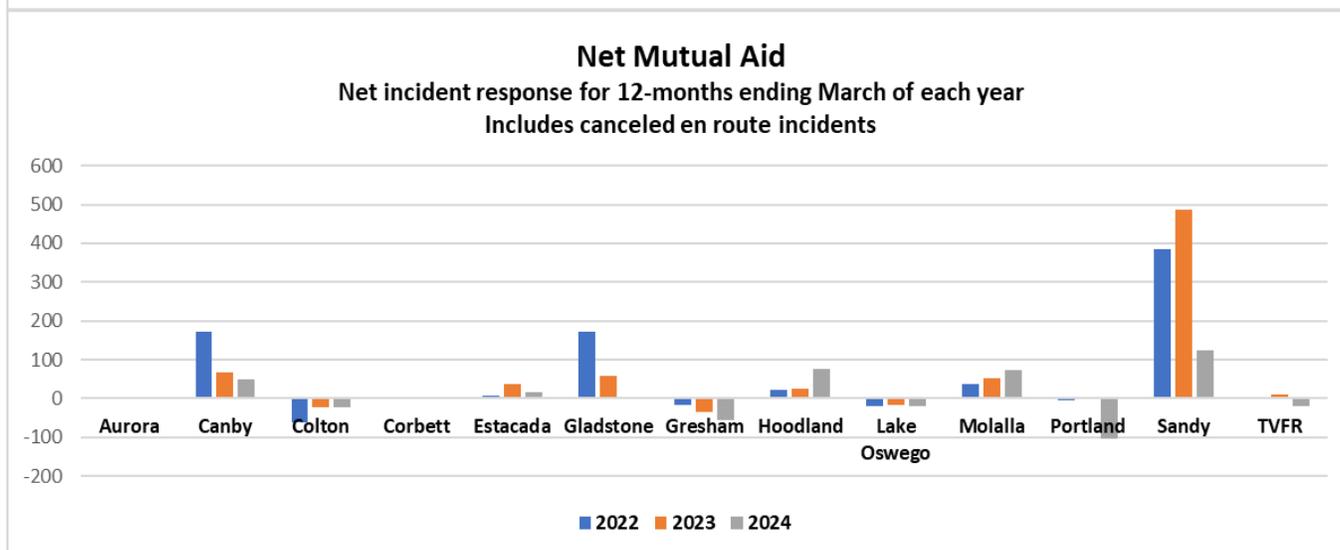
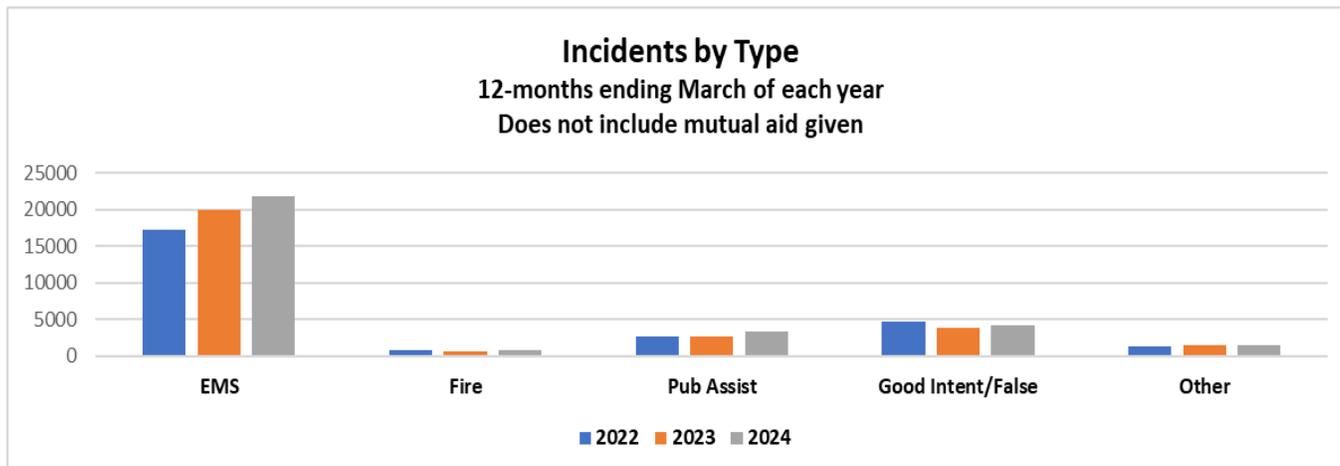
Notable Events/Calls

March 12 The Clackamas County Water Rescue consortium was dispatched to a Marine Rescue 2 (immediate life risk) at Clackamette Park for a female that drove her SUV down the boat ramp and into the Clackamas river. Initial Fire response, Water Rescue Teams, and the Dive Team assisted on the incident. It ended up being a recovery operation coordinated through the Water Rescue Consortium.

March 29 SQ319 was dispatched to a MVC at 21977 SE HWY 224. Information quickly came in from multiple callers of a head-on with rollover and ejection. While responding, CCOM updated information of two ejections and one entrapment. E308 requested two additional ambulances and Life Flight activation. Upon arrival, crews had a significant impact with life threatening injuries. All patients were quickly triaged and transported to local trauma centers.

FIRE CHIEF'S REPORT

MARCH 2024



Average Company Time Committed						
Time: 316 hours and 57 minutes			Percent of Month: 46.15%			
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	18	57		
Filled	288	7	18	60	21	21
Academy	10	0			10	1
Volunteer	Training/ Drills	Community Events	Duty Shifts Station 12	Duty Shifts Station 74	Station 21 (RH321)	Station 2 (RH302)
	4	0	23/31	27/31	4/31	9/31

Station 71, 73, 74 - Incident Overview

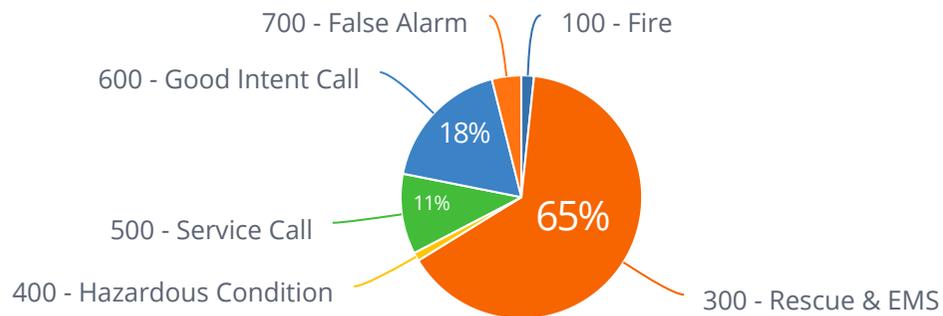
Sandy Incidents - March 2024

Incident Type Group	# of unique Incident Number
100 - Fire	3
300 - Rescue & EMS	115
400 - Hazardous Condition	2
500 - Service Call	19
600 - Good Intent Call	32
700 - False Alarm	7
# of unique Incident Number	178

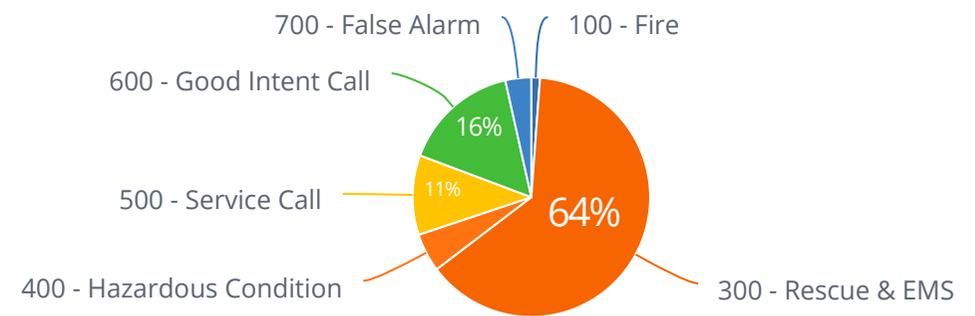
Sandy Incidents - Year to Date

Incident Type Group	# of unique Incident Number
100 - Fire	7
300 - Rescue & EMS	378
400 - Hazardous Condition	31
500 - Service Call	64
600 - Good Intent Call	94
700 - False Alarm	21
# of unique Incident Number	595

Sandy Incidents - March 2024



Sandy Incidents - Year to Date



**Bank Reconciliation
March 2024**

Local Government Investment Pool

	<i>Beginning Balance</i>	\$3,914,004.47
3/8/2024	Clackamas County Tax Distribution	\$120,632.51
3/29/2024	Interest	\$17,650.07
	<i>Ending Balance</i>	\$4,052,287.05

Checking Account

	<i>Beginning Balance</i>	\$79,221.13
Interest		\$6.61
	<i>Ending Balance</i>	\$79,227.74

Total Cash Balance 03/31/2024 \$4,131,514.79

**Budget to Actuals
March 2024**

Revenue	Budget	Actual
Tax Revenue	\$4,729,235	\$4,597,671
Other	\$0	\$6,038
Interest	\$55,000	\$105,671
	\$4,784,235	\$4,709,380
 Expenses	 Budget	 Actual
Personnel Services	\$0	\$0
Materials & Services	\$4,754,235	\$3,709,663
Capital Outlay	\$52,000	\$49,154
Operating Contingency	\$100,000	\$0
	\$4,906,235	\$3,758,818

CORRESPONDENCE

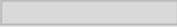
- C – 1 Correspondence on social media
- C – 2 Thank you to Public Education Specialist Tammy Owen for teaching students CPR at Alder Creek Middle School.
- C – 3 Thank you from the staff and residents at Cascadia Village in Sandy for donating a vending machine.
- C – 4 Volunteer Phil Scheider presented community resident Angela Davis a Kindness 911 Citation for assistance at a vehicle accident in Sandy.

CORRESPONDENCE

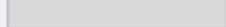
C-1 Social Media Comments

Thankful to crews for their response to a building fire in Sandy, Mar. 5:

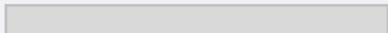
 Top fan


Glad everyone is okay. Great work CFD #1 crews. Be safe. Please...

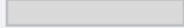
Thankful to all the volunteer firefighters in response to a volunteer recruitment post, Mar. 6:


So proud of our Volunteer Program and the Volunteers that are in this great life changing program!

Thankful to the levy-funded firefighter academy that will increase staffing, Mar. 7:

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Congratulations. You joined an excellent department


Congratulations and wishing you all the best, we appreciate all of you. 🇺🇸 🙌

Alder Creek

2/08/23

Dear Tammy,

Thank you so much for
coming in to teach my students
CPR! I know they aren't always
the easiest to teach, but I
could tell they LOVED learning
from you. You have given them
the knowledge & power to
save a life one day, & I
can't think of anything
more valuable. It was
great to meet you, &
I hope you come
back soon!

- Grace


 Bless
 & your &
 heart
 for being
 so nice!


3/21/24
 Phil & Clackamas
 Fire,

Thank you so much
 for the vending
 machine! Our staff
 & residents will
 greatly enjoy it!

Sincerely,
 Jessica
 Clemence &
 Cascadia Village
 Staff & Residents



On March 27, 2024, I recognized Angela Davis at a Sandy Chamber event for stopping at a two-vehicle accident in February on 362nd Ave. in Sandy. Angela chose not to keep driving, but pulled over to see if she could render aid, where she sat with one of the injured patients that was still in the vehicle till first responders arrived and took over care.

CCFD#1 would like to congratulate you with a Kindness 911 Citation for being an amazing member of this community. Angela went above and beyond in her assistance at this accident.

Phil Schneider
Support Volunteer

INFORMATIONAL ITEMS

- I – 1 KOIN NEWS March 5, 2024 “Fire caused by candle burns building near Highway 26, hospitalizes 1” <https://www.koin.com/local/clackamas-county/fire-caused-by-candle-burns-building-near-highway-26-hospitalizes-1/>
- I – 2 KGW8 NEWS March 12, 2024 “Police: Woman dies after SUV drives into Clackamas River near Oregon City park” <https://www.kgw.com/article/news/local/car-river-clackamette-rv-park/283-fc072680-372d-4fdd-899e-4080ca100983>
- I – 3 KTVZ NEWS March 13, 2024 “Driver dead after car plunges into river in Oregon City” <https://ktvz.com/cnn-regional/2024/03/13/driver-dead-after-car-plunges-into-river-in-oregon-city/>
- I – 4 KATU NEWS March 22, 2024 “Death suspicious in Clackamas County fire” <https://katu.com/news/local/death-suspicious-in-clackamas-county-fire>
- I – 5 KATU NEWS March 22, 2024 “‘Suspicious death,’ arson investigations underway after body found at scene of Clackamas County fire” <https://www.oregonlive.com/crime/2024/03/suspicious-death-arson-investigations-underway-after-body-found-at-scene-of-clackamas-county-fire.html>
- I – 6 KOIN NEWS March 22, 2024 “Dead body discovery at Clackamas County fire scene prompts investigation” <https://www.koin.com/local/clackamas-county/suspicious-death-clackamas-county-fire-investigation-03222024/>
- I – 7 FLASH ALERT March 26, 2024 “Clackamas Fire Partners with Willamette View for Advanced Firefighter Training (in Board Report)
- I – 8 KATU NEWS March 29, 2024 “2 ejected, 1 trapped in two-vehicle crash on Highway 224 in Damascus” <https://katu.com/news/local/2-ejected-1-trapped-in-two-vehicle-crash-on-highway-224-in-damascus>



CLACKAMAS FIRE PARTNERS WITH WILLAMETTE VIEW FOR ADVANCED FIREFIGHTER TRAINING (PHOTO)

News Release from **Clackamas Fire District**

Posted on FlashAlert: March 26th, 2024 8:18 AM

Downloadable file: [Willamette View training](#)

Clackamas Fire is proud to announce a partnership with Willamette View, a nationally accredited, not-for-profit Continuing Care Retirement Community founded in 1955. Located on a 27-acre campus south of Portland, Oregon, Willamette View offers a full continuum of housing and health care services to seniors age 55 and over and employs approximately 400 individuals.

As part of Willamette View's campus expansion, several houses slated for demolition have been made available for firefighter training purposes. Clackamas Fire will conduct scenario-based training exercises, including simulated fire attacks and search evolutions, with the assistance of theatrical smoke machines to create realistic conditions. Beginning in April, more advanced training activities such as roof ventilation, window access for searches, and fire victim rescue utilizing theatrical smoke and rescue manikins will commence as the houses near their demolition date.

The partnership with Willamette View presents an invaluable opportunity for Clackamas firefighters to enhance their skills in real-world scenarios. Training in unfamiliar structures is crucial for readiness, and Clackamas Fire is grateful to Willamette View for providing us with this training opportunity. This is enhancing the skills of responding firefighters and is ultimately making our community safer by helping firefighters be ready for the next emergency response!

While the training takes place, there will be an increased presence of fire apparatus and crews in the area. Clackamas Fire advises the public to exercise caution when passing by and to be aware of crews working on the roadway. Additionally, members of the public are welcome to observe the training exercises but are urged to maintain a safe distance and to make contact with on-site crews to ensure they are utilizing a safe viewing area.

The media and the public are welcomed to come and observe the training which will be taking place at 1801 and 1803 Silver Springs Rd. in Milwaukie today, March, 26 beginning at 9:00 am, as well as April 8th beginning at 9:00am.

##