



**Sandy Fire District #72**

# **Board Meeting Briefing Packet**

**August 21, 2024**

*Proudly Served by Clackamas Fire District*





# SANDY FIRE DISTRICT

*Here for you*



## Board of Directors Meeting

AUGUST 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 JULY 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**  
  
B-1
- VII. **OTHER BUSINESS – No action required**  
  
OB-1 **Board Committee/Liaison Reports**  
  
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, September 18<sup>th</sup>, 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)(d)  
LABOR CONTRACT NEGOTIATIONS**

**XI. REGULAR MEETING RECONVENED**

**XII. ADJOURNMENT**



# SANDY FIRE DISTRICT

*Here for you*



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## BOARD OF DIRECTORS MEETING MINUTES JULY 17, 2024

### ATTENDANCE

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

Others present: Nick Browne, Trevor Cooper, Steve Deters, Nannette Howland, Joe Johanesen, 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 5:02 p.m.

#### II. PLEDGE OF ALLEGIANCE

#### III. CHANGES TO AGENDA

No changes to the agenda.

Timestamp: 00:54 – 01:00

#### IV. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON JUNE 19, 2024

**Board Chair Hein asked for a motion to approve the Minutes from the Regular Board Meeting on June 19, 2024. Director Lesowski made a motion and Director Maunder seconded the motion. The motion passed 4/0.**

Timestamp: 01:00 – 01:36

#### 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 – Action required**

None.

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

**Joint Oversight Committee**

No update.

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

No update.

Timestamp: 01:36 – 01:59

**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: 01:59 – 09:48

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

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

Timestamp: 09:48 – 12:56

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

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

Timestamp: 12:56 – 14:34

**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**

VP Johanesen shared an update from the Volunteer Association.

Timestamp: 14:34 – 19:17

**B. CORRESPONDENCE and INFORMATIONAL ITEMS**

As noted.

**C. OPEN AGENDA**

Director Lesowski asked for an update on the status of the Local 1159 Union contract. Chief Browne stated that it would need to be shared in an executive meeting and he could schedule one next board meeting. It was shared that the Local 1159 Union contract was still on-going.

Timestamp: 19:17 – 20:41

**NEXT MEETING**

The next Board of Directors' meeting will be on Wednesday, August 21, 2024, 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. ADJOURNMENT**

The regular Board of Directors' meeting adjourned at 5:22 p.m.

**Board Chair Hein asked for a motion to adjourn the meeting. Director Maunder made a motion and Director Lesowski seconded the motion. The motion passed 4/0.**

Minutes recorded by HR Specialist Nannette Howland 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

JULY 2024



One of many Wildland Fires in Oregon



Oregon City's Touch-a-Truck



DFM Shanklin at Willamette View Health Fair

## Highlights

July was the beginning of wildfire season and Oregon is already reporting a record year. Several wildland taskforces from CFD and departments across the state have been mobilized throughout Oregon to protect structures.

The Volunteer Association recognized its members with years of service belt buckles. Long-standing Support Volunteer Jerry Kearney was recognized for his years of service and awarded lifetime member status.

Four CFD personnel on the Governor's Fire Service Policy Subcommittee on Behavioral Health and Safety received the Award of Excellence at the Oregon Fire Chief's conference in May. Assistant Chief Brian Stewart (who led the project), Health & Safety Chief Heather Goodrich, Fire Marshal Shawn Olson and Chaplain Mike Vermace.

Congratulations to Fire Marshal Olson, Capt. Zieverink, Support Services Officer Bishoff and Lt. Kinnaman for completing the All American Leadership training.

CFD personnel participated in many community events in July:

- Sandy Mountain Festival & Parade
- City of Gladstone's Summer Recreation Program
- Oregon City's Touch-a-Truck
- Day in Damascus
- Happy Valley 4<sup>th</sup> of July Celebration & Fireworks
- Sandy's 4<sup>th</sup> of July Fireworks
- Sunshine Early Learning presentation
- OCPD Summer Camp at Gardiner Middle School
- Springwater Summer School
- Camp Exceptional at La Salle High School
- Milwaukie Porchfest
- Sandy Kiwanis Cruise-In pancake breakfast
- Fire safety talk at Leland House
- Willamette View Employee Health Fair
- CrossFit Kids fundraiser

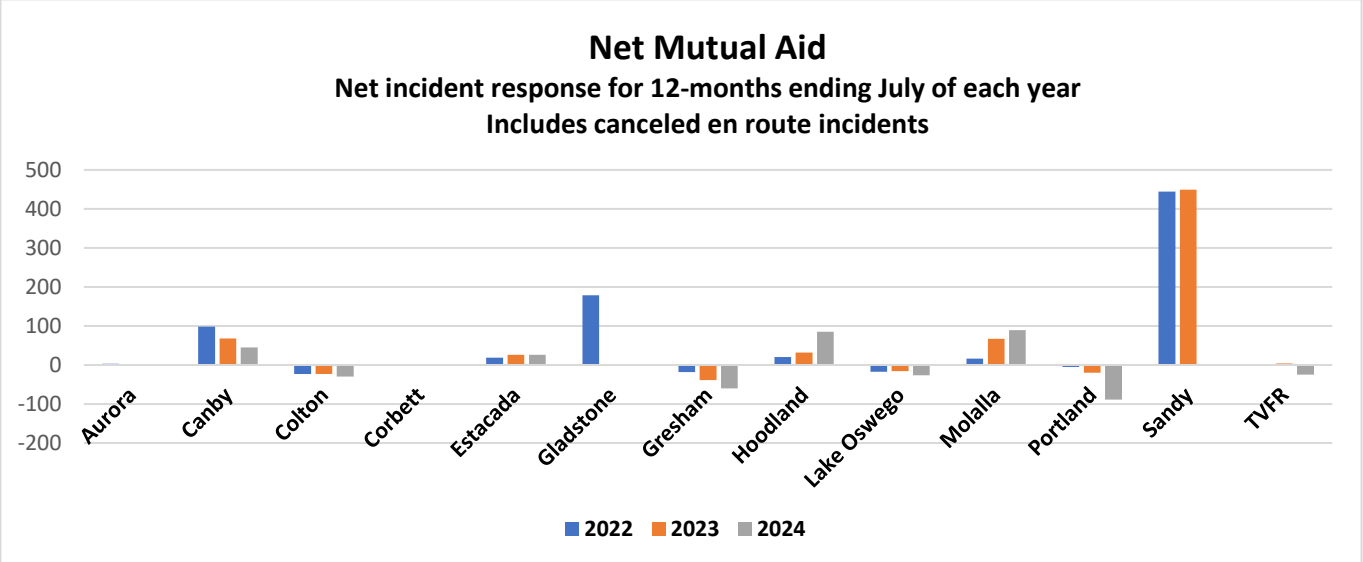
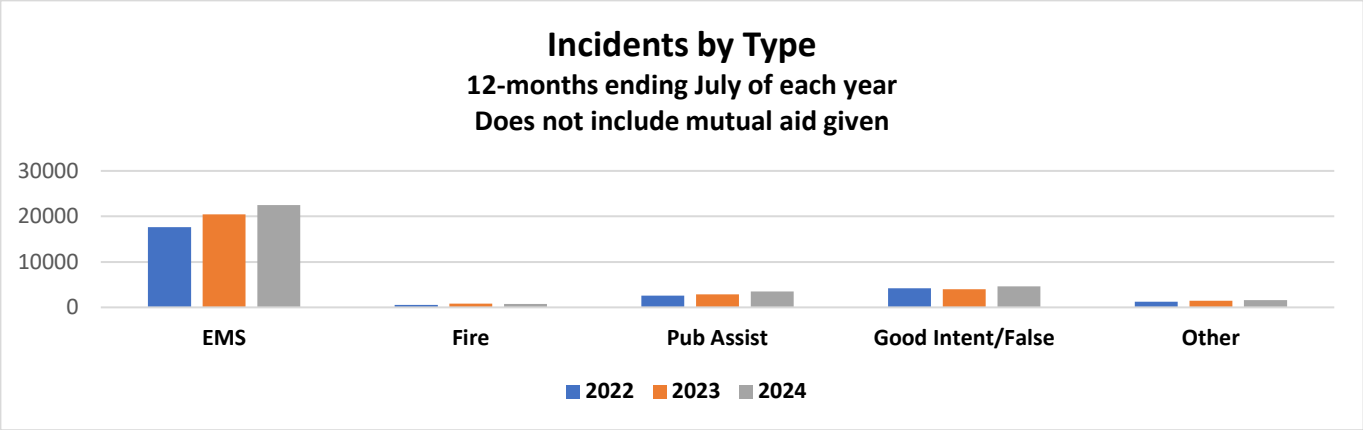
## Notable Calls

**7/6** Motor vehicle entrapment in Molalla Fire District - Mutual aid request with entrapment and multiple patients. T316, HR305 responded for extrication and E313 was dispatched to establish a landing zone for two air ambulances from Life Flight. Five patients were triaged, three being non-critical and both drivers being critical, unconscious, and entrapped. Crews did a great job working with Canby, Colton and Molalla.

**7/11** Holly Lane brush fire – Responding crews saw a large header on the way to a brush fire in a wooded section of Holly Lane. CCOM described explosions and the incident was upgraded to a taskforce. Upon arrival, the brush fire had extended into some fir trees. Day chief and captains responded and assisted with water supply, staging, and drone deployment. Fire under control in 62 minutes. Crews showed excellent critical thinking skills as they worked with limited resources.

# FIRE CHIEF'S REPORT

JULY 2024



Average Company Time Committed					
Time: 206 hours and 5 minutes			Percent of Month: 29.91%		
Includes Preparation and Response: Incidents, Apparatus/Equipment Checks, Physical Fitness, Training					
Volunteers	Training/ Drills	Events	Duty Shifts Station 74	Station 21 (RH321)	Station 2 (RH302)
40	4	6	31/31	12/31	5/31

Current Staffing - Summer 2024						
	Local 1159	Non Rep.	Total	Total Forecasted	Ratio: Between 3-7 Optimum 5	% of Workforce
Support Services	20	48	68	68	1 support staff to 5.27 employees	19% of total personnel
Line Positions	270	0	270	275	3.97 line positions to 1 support staff	75% of total personnel
Line Positions+ Crew 30	0	0	21	21	5.27 line + Crew 30 to 1 support staff	81%
Total Employees			359			
	Current #	%Workforce				
Day Chiefs~Support	11	3%				
CFO/HSC/HRO/SSO/Exec. Man	5	1%				
Managers	5	1%				
Captains	7	2%				
Total	28	8%				



Station 71, 73, 74 - Incident Overview

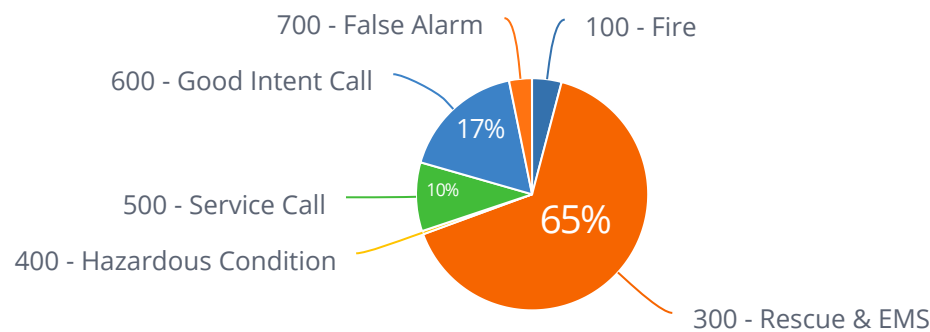
Sandy Incidents - July 2024

Incident Type Group	# of unique Incident Number
100 - Fire	9
300 - Rescue & EMS	143
400 - Hazardous Condition	1
500 - Service Call	21
600 - Good Intent Call	38
700 - False Alarm	7
# of unique Incident Number	219

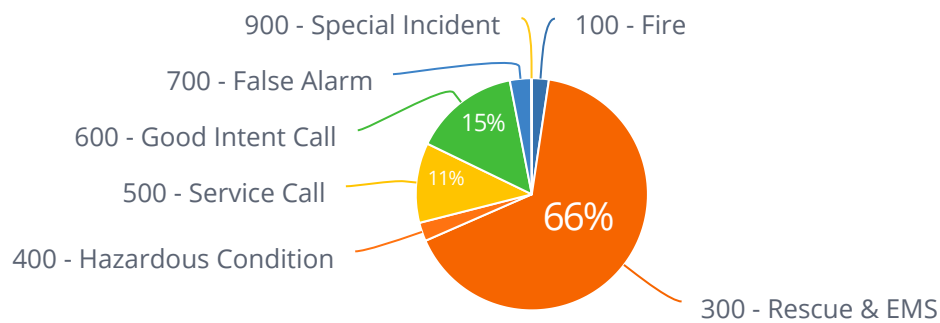
Sandy Incidents - Year to Date

Incident Type Group	# of unique Incident Number
100 - Fire	32
300 - Rescue & EMS	890
400 - Hazardous Condition	35
500 - Service Call	150
600 - Good Intent Call	199
700 - False Alarm	40
900 - Special Incident	1
# of unique Incident Number	1,347

Sandy Incidents - June 2024



Sandy Incidents - Year to Date



# Bank Reconciliation July 2024

## **Local Government Investment Pool**

		<i>Beginning Balance</i>	\$3,094,761.08
7/12/2024	Clackamas County Tax Distribution		\$20,934.86
7/31/2024	Interest		\$13,885.59
		<i>Ending Balance</i>	\$3,129,581.53

## **Checking Account**

	<i>Beginning Balance</i>	\$82,967.76
Interest		\$6.61
	<i>Ending Balance</i>	<u>\$82,974.37</u>

**Total Cash Balance 7/31/24      \$3,212,555.90**

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# Budget to Actuals July 2024

<b>Revenue</b>	<b>Budget</b>	<b>Actual</b>
Tax Revenue	\$4,962,092	\$0
Interest	\$115,000	\$13,891
	<u>\$5,077,092</u>	<u>\$13,891</u>

<b>Expenses</b>	<b>Budget</b>	<b>Actual</b>
Personnel Services	\$0	\$0
Materials & Services	\$5,072,857	\$0
Transfer to Capital	\$230,000	\$0
Operating Contingency	\$100,000	\$0
	<u>\$5,402,857</u>	<u>\$0</u>

**Accounts Receivable Contact:**

503.742.2600

[AccountsReceivable@clackamasfire.com](mailto:AccountsReceivable@clackamasfire.com)**Remit Payment to:**

Clackamas Fire District #1

11300 SE. Fuller, Rd

Milwaukie, OR 97222

**INVOICE**

Invoice Date	Invoice No.
08/13/2024	9212
Customer Number	
1167	
Invoice Total Due	
\$1,236,481.50	

1167  
SANDY RFPD  
PO Box 518  
Sandy, OR 97055

Please remit payment by the 15th of the month.

Invoice Date: 08/13/2024

Customer Number: 1167

Description	Quantity	Price	UOM	Original Bill	Adjusted	Paid	Amount Due
CONTRACT REVENUE	1	\$1,236,481.50	EACH	\$1,236,481.50	\$0.00	\$0.00	\$1,236,481.50
Q1 FY25 Full Contract for Service							
Please put Invoice Number on your check. Make Checks Payable to: Clackamas Fire District #1				Invoice Total:		\$1,236,481.50	

2024-25 Property Tax	\$4,897,092
2024-25 Prior Year Tax	\$65,000
Reconciliation from Prior Year	\$38,834
Capital Contribution	(\$55,000)
Total Owed	\$4,945,926
Quarterly Payment	\$1,236,481.50

ORIGINAL

COPY

## CORRESPONDENCE

- C-1     Compilation of social media comments.
- C-2     Compliment via our website from the daughter who was appreciative of SQ319 for their response in helping out her dad on 7/8/24. She noted of the crew that they had incredible bedside manner, promptness, and were respectful, and she was especially grateful to the crew member with the mustache (Lt. Tyler the mustache reference must be you!). Incident number: F3224-0026951. SQ319 Lt Josh Tyler, AO Sandor Pongracz, FF Dallas Oja, FF Blake Gendvilas.

## CORRESPONDENCE

### C-1 Social Media Comments

Thankful for the levy and the opening of Clarkes Station 13, July 1:

Top fan

Levy for the win. It's a team effort, community & FD. So glad everyone came together for the greater good. You've all done a great job with those funds. Thank you!!!! Semper Fidelis

Thankful for our participation in parades and festivities for the holiday, July 8:

THANK YOU for participating in the parade!! The smile my little has on his face when the crews go by is one I treasure. Clackamas Fire showed up in full force and he loved seeing the different trucks! 🚒👨‍🚒

Thankful for E318 for their response to a brush fire in Eagle Creek, July 8:

Top fan

Thanks for your quick action and help in this hot hot weather! ❤️

Thankful for E313 for their response to a vehicle fire, July 10:

Top fan

Thank you guys so much! It was my car that caught fire! We smelled gas, heard a loud boom under the hood, got out and ran away from it! We told the other vehicles to get out of the way we thought the car was going to explode! Craziest thing I've ever experienced. I'm so thankful for you guys! God bless you all! 🙏

Thankful for the crews for their response to a 2-alarm brush fire near S. Holly Ln. in Oregon City, July 11:

Thank you so much for your quick action. We live right across the street and thought for sure it was going to get to us. Thank you so much for keeping our neighborhood safe, you all are amazing!

Top fan

Y'all are amazing, just no other way to say it! Thank you for keeping everybody in that area safe. When you get done, you should go rehydrate in the shade and congratulate each other for a job so well done!

Thankful for Clackamas Fire's response to wildfires across the state, July:

Thank you. Please stay safe. I'm wishing you favorable conditions for the fire suppression and a speedy return. ❤️

A sincere thank you from rural Oregon. Your expertise in saving structures was essential. Many of us here are grateful for your help and thankful that you came. 🙏

We here in Eastern Oregon are extremely grateful for the amazing job this task force team did to help with our Lone Rock Fire! Can't imagine being in charge of such an amazing group and directing them into and out of the literal lines of fire that they faced here! The conditions were extremely hot (107) and very windy several days. During those days they saved many homes from being consumed by the fire! We love your heroes and thank you for sending them to help our local volunteer fire dept with our two engines to complete such a daunting task! We needed them and they were up to the challenge and we will be forever grateful 🙏👏 Congratulations and be forever safe!

Sunday, July 28, 2024

## Compliments or Concerns

### Compliments or Concerns Form

**Name**

[REDACTED]

**Phone Number**

( [REDACTED] )

**Email**

[REDACTED]

**Address**

[REDACTED]

**Do wish you to share a compliment or concern?**☒ Compliment**Date of Occurrence**

Monday, July 8, 2024

**Location of Occurrence**

My parents house helping my fathe, [REDACTED]

**We're happy to receive your compliment! Tell us about it**

I'm hoping I am contacting the correct crew. I am not sure if I have the correct fire station as the shirts only said Clackamas fire and no number. When googling clackamas fire I had no idea there were so many so I just picked the closest one to my parents house. But highest of compliments to all of you that helped, especially the gentleman with the mustache whom really took the time and really seemed concerned and asked questions. Incredible bedside manner, promptness and respectful in the most stressful situation for myself. I hope that i do indeed have the correct station and wanted to stop by so many times to thank you all in person but wanted to make sure i was contacting the right place ;)

## INFORMATIONAL ITEMS

- I – 1 KATU NEWS July 1, 2024 Clackamas County fire station reopens after 25 years, thanks to voter-approved levy <https://katu.com/news/local/clackamas-county-fire-station-reopens-after-25-years-thanks-to-voter-approved-levy>
- I – 2 FOX NEWS July 2, 2024 Oregon Dept. of Forestry holds annual Burn Boss training for fire season preps <https://www.kptv.com/2024/07/03/oregon-dept-forestry-holds-annual-burn-boss-training-fire-season-preps/>
- I – 3 KATU NEWS July 2, 2024 Burn bans issued in Portland-Vancouver areas because of high temperatures <https://katu.com/news/local/burn-bans-issued-in-portland-vancouver-areas-because-of-high-temperatures>
- I – 4 KATU NEWS July 4, 2024 Extreme heat in western Oregon, SW Washington possible through Tues.; find cooling centers <https://katu.com/news/local/extreme-heat-in-western-oregon-sw-washington-possible-through-tues-find-cooling-centers-national-weather-service-multnomah-clackamas-clark-county>
- I – 5 OPB NEWS July 4, 2024 Oregon fire apprenticeship program helps attract more diverse firefighter candidates <https://www.opb.org/article/2024/07/04/oregon-firefighter-apprenticeship-program/>
- I – 6 FOX NEWS July 7, 2024 Hiker falls 100 feet after leaving trail at Dodge Park in Sandy <https://www.kptv.com/2024/07/08/hiker-falls-100-feet-after-leaving-trail-dodge-park-sandy/>
- I – 7 OUTLOOK NEWS July 8, 2024 Clackamas Fire rescues woman after 100-foot fall at Dodge Park [https://www.theoutlookonline.com/news/clackamas-fire-rescues-woman-after-100-foot-fall-at-dodge-park/article\\_e1ac208d-2a09-5220-9132-f0820cd6fef4.html](https://www.theoutlookonline.com/news/clackamas-fire-rescues-woman-after-100-foot-fall-at-dodge-park/article_e1ac208d-2a09-5220-9132-f0820cd6fef4.html)
- I – 8 ESTACADA NEWS July 8, 2024 Clackamas Fire rescues woman after 100-foot fall at Dodge Park [https://www.estacadanews.com/news/clackamas-fire-rescues-woman-after-100-foot-fall-at-dodge-park/article\\_a8c0be1c-e8ab-502e-9e8d-49ec3d68d756.html](https://www.estacadanews.com/news/clackamas-fire-rescues-woman-after-100-foot-fall-at-dodge-park/article_a8c0be1c-e8ab-502e-9e8d-49ec3d68d756.html)
- I – 9 KATU NEWS July 10, 2024 Larch Creek Fire is 'human caused' officials say, 7,000 acres scorched so far <https://katu.com/news/local/larch-creek-fire-is-human-caused-officials-say-7000-acres-scorched-so-far-wasco-county-dufur-maupin-friend-central-oregon-tualatin-valley-fire-rescue-hillsboro>
- I – 10 FOX NEWS July 11, 2024 Campfire in Oregon City spreads to brush <https://www.kptv.com/2024/07/11/campfire-oregon-city-spreads-brush/>
- I – 11 FOX NEWS July 11, 2024 Officials warn of fire danger with hot and dry conditions across the Portland metro <https://www.kptv.com/2024/07/12/officials-warn-fire-danger-with-hot-dry-conditions-across-portland-metro/>
- I – 12 OREGONIAN July 26, 2024 Clackamas County rescuers find boy drowning in Sandy River with help of helicopter pilot <https://www.oregonlive.com/clackamascounty/2024/07/clackamas-county-rescuers-find-boy-drowning-in-sandy-river-with-help-of-helicopter-pilot.html>