



Sandy Fire District #72

Board Meeting Briefing Packet

November 8, 2023

Proudly Served by Clackamas Fire District





SANDY FIRE DISTRICT

Here for you



Board of Directors Meeting

November 8, 2023

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 OCTOBER 18, 2023** (Packet Page 4)
- V. **PUBLIC COMMENT** *(The President will call for statements from citizens regarding District business, not to exceed three minutes per person.)*
- VI. **PRESENTATION – City of Sandy Temporary Moratorium on Further Growth in the City - Public Works Director Jenny Coker**
- VII. **BUSINESS – Action required**
 - B-1 **Request Sandy Fire District #72 Board of Directors approve one-time transition costs to be paid to Clackamas Fire District– CFO Mark Whitaker** (Packet Page 7)
- VIII. **OTHER BUSINESS – No action required**
 - OB-1 **Board Committee/Liaison Reports**
Joint Oversight Committee
 - OB-2 **Board Informational Updates/Comments**

IX. INFORMATIONAL ONLY

A. Division/Department Reports

R-1a Office of the Fire Chief – Fire Chief Nick Browne (Packet Page 10)

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

R-1c Office of Financial Services – Chief Financial Officer Mark Whitaker (Packet Pg 13)

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

B. CORRESPONDENCE and INFORMATIONAL ITEMS (Packet Pg 15)

C. OPEN AGENDA

D. NEXT MEETING

The next Board of Directors meeting will be on Wednesday, December 20th, 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).

X. ADJOURNMENT



SANDY FIRE DISTRICT

Here for you



BOARD OF DIRECTORS MEETING MINUTES OCTOBER 18, 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: Nick Browne, Trevor Cooper, Steve Deters, Shelby Hopkins, Ryan Kragero, Phil Schneider, and 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: 01:40 – 01:47

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

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

Director Andrew Brian motioned to approve the Regular Board Meeting Minutes from September 20, 2023. Director Ron Lesowski seconded the motion. The motion passed.

Timestamp: 01:47 – 02:46

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

No comments.

Timestamp: 02:46 – 02:57

VI. BUSINESS – Action required

None.

Timestamp: 02:57 – 03:01

VII. OTHER BUSINESS – No action required

OB-1 Board Committee/Liaison Reports Joint Oversight Committee

No report.

Timestamp: 03:01 – 03:18

OB-2 Board Informational Updates/Comments

Chief Browne mentioned the November board meeting date change.

Timestamp: 03:18 – 03:40

VIII. INFORMATIONAL ONLY

A. Division/Department Reports

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

Chief Browne reported that the district has been busy with significant fires over the last month. He mentioned the Sandy event, Trick or Treat Trail, on October 28 from 2-4 p.m. He reported on a life-saving award that was awarded to a citizen. This award program was adopted from the Sandy Police Department's Kindness Award program. He said a fourth grader from Sandy Elementary School was awarded the kindness award.

Vice Chair Maunder thanked CFD for their hard work and handling of the Camp Creek fire.

Timestamp: 03:40 – 08:55

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

AC Deters reported on community events and call volume in Sandy. Operation Santa is celebrating its 49th year. Sandy Fire will host a parade and drop-off sites throughout the city.

Timestamp: 08:55 – 16:06

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

VC Kragero shared volunteer staffing, training, and events attended by the volunteers. A new volunteer academy began on October 17th. Sandy Fire stations have been staffed 20 out of 30 nights. Vice Chair Maunder asked about Sandy volunteer retention. VC Kragero commented that we lost a couple of the Sandy volunteers initially.

DC Schneider reported on the Camp Creek Fire. He mentioned that Station 18 will have an open house from 1-3 pm on October 28.

Timestamp: 16:06 – 23:36

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

CFO Whitaker reported on the financial report for September. He is working on a list of final transition costs. The plan is to bring it to the next interagency meeting. The County assessor published the assessed value rates for 2023/2024. Sandy Fire grew by 4.4 percent. It was budgeted at 3.5 percent, so that will give a little extra revenue.

Director Lesowski brought up the City of Sandy's water/sewer moratorium. DC Schneider added that the City of Sandy would be happy to do a presentation for the Board.

Timestamp: 23:36 – 30:17

B. CORRESPONDENCE and INFORMATIONAL ITEMS

Board Chair Hein mentioned the notes and artwork sent from children in the community.

Timestamp: 30:17 – 30:42

C. OPEN AGENDA

Nothing reported.

D. NEXT MEETING

The next Board of Directors meeting will be on Wednesday, November 8, 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).

Timestamp: 30:42 – 31:10

IX. ADJOURNMENT

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

Director Ron Lesowski made a motion to adjourn the meeting. Vice Chair Maunder seconded the motion. The motion passed.

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	Chief Financial Officer Nick Browne on behalf of Fire Chief Nick Browne
Date	November 8, 2023
Subject	Contract for Service Transition Costs

Action Requested

Staff requests Sandy Fire District #72 Board of Directors approve one-time transition costs to be paid to Clackamas Fire District in the amount of \$41,932.

Background

Under the contract for service, Sandy Fire agreed to reimburse Clackamas Fire for certain costs related to onboarding previous Sandy Fire employees and outfitting Sandy apparatus and stations. As noted on the next page, many transition costs related to employee leave balances and medical exams have already been paid.

The remaining costs are mainly for materials, including uniforms and clothing for new employees (or repatching of existing uniform and gear); labeling of apparatus; communication and mobile computing equipment for apparatus; station fitness equipment; nozzles, couplings, and medications; and various station supplies. An unanticipated facility expense was the cost of repairs to Sandy's HVAC system, which broke just before July 1st.

In total, the costs represent 90 separate purchases from vendors and 32 pick tickets (orders taken from Clackamas Fire's existing Logistics and Fleet inventory) totaling \$87,920. After applying the turnout and apparatus equipment credits approved by the Board of Directors in September plus a new credit for postage stamps, the total remaining cost to Sandy Fire is \$41,932.

Board Policy Implications

The original estimate for total transition costs was \$488,975, but total transition costs ended up totaling \$342,500 after credits.

These transition costs were presented to the interagency committee on October 31, 2023. The committee recommended bringing the costs to the full Board of Directors for approval.

Recommendation

Staff recommends the Sandy Fire District #72 Board of Directors approve one-time transition costs to be paid to Clackamas Fire District in the amount of \$41,932.

**Previously Paid Transition Costs**

	Original Estimate	Actuals
Vacation/Comp	\$268,491	\$224,572
Sick Leave	\$93,700	\$58,225
Medical Exams	\$48,246	\$17,771
	<u>\$410,437</u>	<u>\$300,568</u>

Remaining Transition Costs

	Original Estimate	Actuals
PPE/Uniforms	\$58,213	\$35,950
Apparatus	\$17,223	\$7,542
Workout Equipment	\$3,102	\$5,428
Facilities	\$0	\$13,986
Firefighting Equipment	\$0	\$11,572
EMS/Medication	\$0	\$1,660
IT	\$0	\$8,217
Station Supplies	\$0	\$3,564
Subtotal Transition Costs	<u>\$78,538</u>	<u>\$87,920</u>

Credit: Turnouts	-\$39,252
Credit: Apparatus	-\$5,955
Credit: Postage	-\$781
Subtotal Credits	<u>-\$45,988</u>

Remaining Transition Expense \$41,932

**Overall Summary**

	Original Estimate	Actual
Vacation/Comp	\$268,491	\$224,572
Sick Leave	\$93,700	\$58,225
Medical Exams	\$48,246	\$17,771
PPE/Uniforms	\$58,213	\$35,950
Apparatus	\$17,223	\$7,542
Workout Equipment	\$3,102	\$5,428
Facilities	\$0	\$13,986
Firefighting Equipment	\$0	\$11,572
EMS/Medication	\$0	\$1,660
IT	\$0	\$8,217
Station Supplies	\$0	\$3,564
Total	\$488,975	\$388,488
Credits		-\$45,988
Subtotal		\$342,500
Previously Paid		-\$300,568
Amount Due		\$41,932

FIRE CHIEF'S REPORT

OCTOBER 2023



**DC Schneider at the Sandy Fire Station
on the Trick-or-Treat Trail**



**Crews responding to the residential fire
on Bristol Park Dr.**

Highlights

- The new cardiac monitor equipment funded by a \$1M FEMA AFG grant has arrived. After initial checks and programming, it will be distributed district wide.
- A State Homeland Security Program grant was awarded to Clackamas Fire in the amount of \$60,000 for enhanced multi-casualty simulation training equipment. This will provide valuable improvements to our training delivery next year.
- Volunteer Academy 23-02 started with 15 volunteers.
- The District was not successful in obtaining an AFG grant for radio purchases. Staff is working to extend portable radio and battery life to buy some time to research new radio options to budgeted for.

Notable Events/Calls

- | | |
|----------|--|
| 10/01/23 | Crews responded to a fire at an old car lot on McLoughlin Blvd and identified a vehicle fire in an attached garage of the single-story commercial building. The fire, which self-vented in the garage, had extended to multiple other vehicles and shrubs across the Charlie, Delta, and Alpha sides. Crews worked quickly to mitigate the incident. No further extension occurred and no reported injuries. |
| 10/04/23 | SE 20th Ave. Crews arrived to a duplex fire with an involved fire on the Delta side of the structure and extension into the attic. Crews quickly confined the fire. The resident was evaluated by crews and found to have no injuries. |
| 10/08/23 | Fishers Mill Rd. The South Battalion responded to a 40x60 shop that was 90% involved upon arrival. Crews were in the defensive strategy due to heavy fire involvement. Crews found a living quarters in the building but everyone was out safely. |
| 10/11/23 | Bristol Park Dr. The North Battalion responded to a fire in a single family home. Upon arrival, crews located a fire on the Charlie side with extension into the attic. The fire was quickly brought under control with no injuries. |

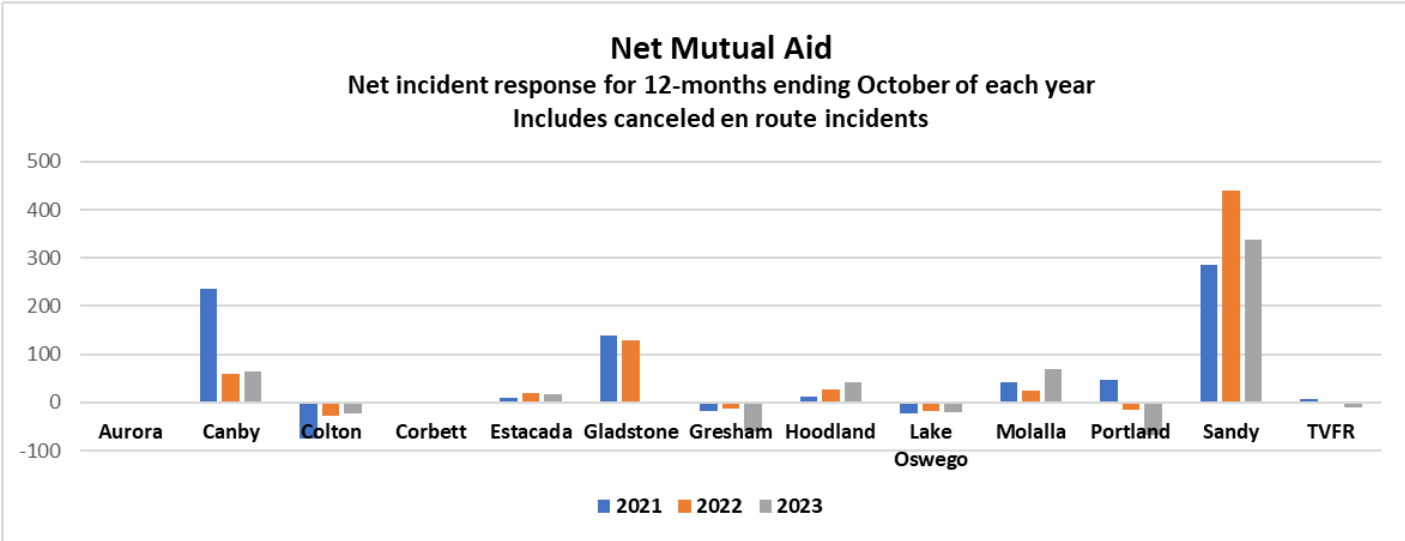
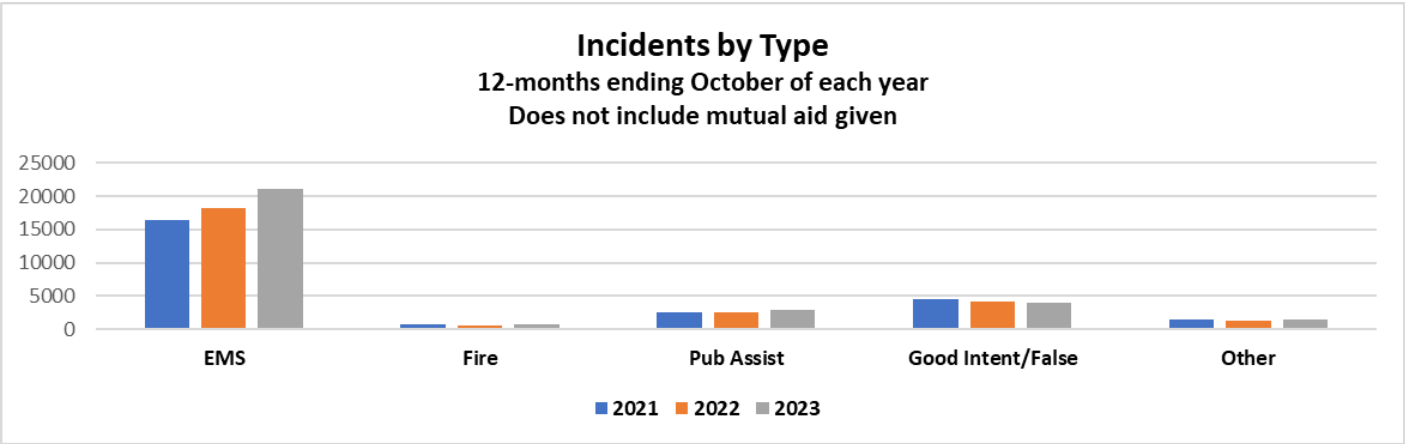
FIRE CHIEF'S REPORT

OCTOBER 2023

Organizational Data

Volunteers

Training		Events	Duty Shifts	Station 12	Station 13	Station 21	Support
# of Drills	4	5	Nights	14/31	17/31	4/31	6/31



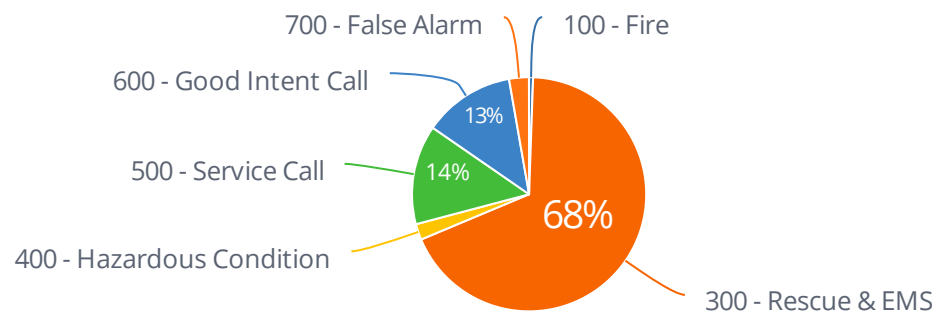
Average Company Time Committed	
Time: 351 hours and 9 minutes	Percent of Month: 51.13%
Includes Preparation and Response: Incidents, Apparatus/Equipment Checks, Physical Fitness, Training	

Station 71, 73, 74 - Incident Overview

Sandy Incidents - October 2023

Incident Type Group	# of unique Incident Number
100 - Fire	1
300 - Rescue & EMS	124
400 - Hazardous Condition	4
500 - Service Call	25
600 - Good Intent Call	23
700 - False Alarm	5
# of unique Incident Number	182

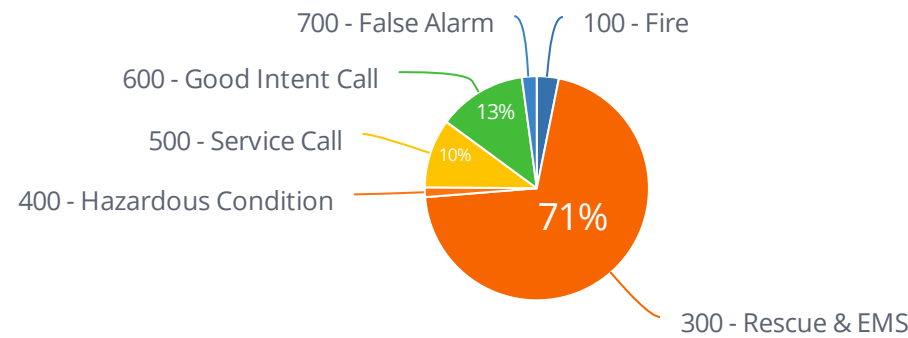
Sandy Incidents - October 2023



Sandy Incidents - July 2023 - To Date

Incident Type Group	# of unique Incident Number
100 - Fire	25
300 - Rescue & EMS	559
400 - Hazardous Condition	11
500 - Service Call	79
600 - Good Intent Call	101
700 - False Alarm	17
# of unique Incident Number	792

Sandy Incidents - July 2023 - To Date



Bank Reconciliation October 2023

Local Government Investment Pool

	<i>Beginning Balance</i>	<i>\$1,659,387.19</i>
10/13/2023	Clackamas County Property Tax Dist	\$8,902.14
10/17/2023	Transfer from Checking Account	\$175,000.00
10/19/2023	Q2 Contract for Service Payment	-\$1,169,808.75
10/24/2023	Payment for Cardiac Monitors	-\$49,154.43
10/24/2023	Transfer of OSFM Staffing Grant	-\$35,000.00
10/31/2023	Interest	\$5,116.67
	<i>Ending Balance</i>	<i>\$594,442.82</i>

Checking Account

	<i>Beginning Balance</i>	<i>\$254,473.78</i>
Transfer to LGIP		-\$175,000.00
ADP Fees		-\$25.00
Interest		\$34.81
	<i>Ending Balance</i>	<i>\$79,483.59</i>

Total Cash Balance 10/31/23 \$673,926.41

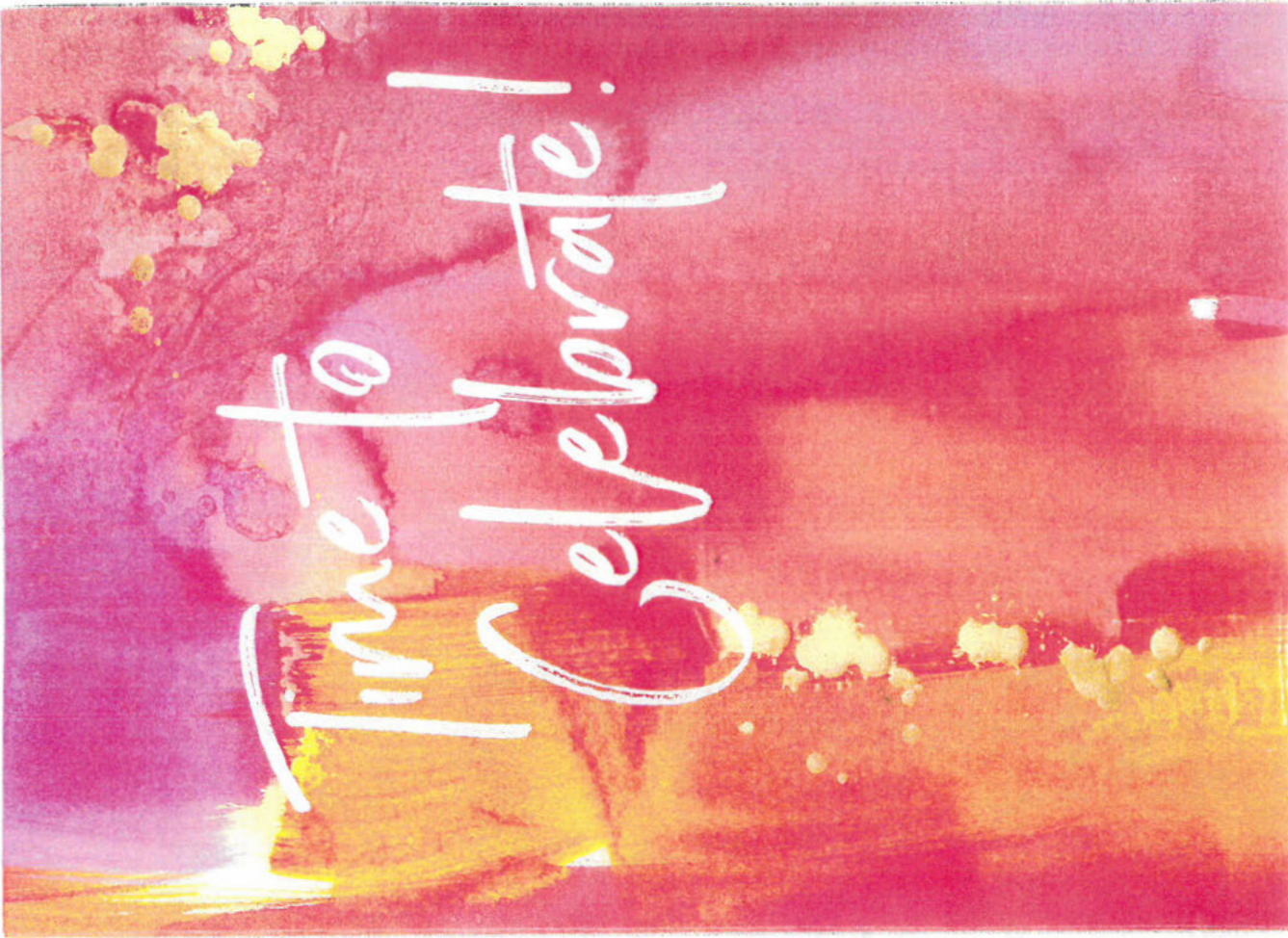
Budget to Actuals
October 2023

Revenue	Budget	Actual
Tax Revenue	\$4,729,235	\$19,607
Other	\$0	\$6,038
Interest	\$55,000	\$24,822
	<hr/>	<hr/>
	\$4,784,235	\$50,468

Expenses	Budget	Actual
Personnel Services	\$0	\$0
Materials & Services	\$4,754,235	\$2,497,634
Capital Outlay	\$52,000	\$49,154
Operating Contingency	\$100,000	\$0
	<hr/>	<hr/>
	\$4,906,235	\$2,546,788

CORRESPONDENCE

- C – 1 Thank you - recognition for Nefi, a student, for his heroic actions on October 12, 2023. He was recognized for saving his brother from being struck by a car while they were waiting for the school bus. Chief Nick Browne presented him with the Citizen Life Saving Award.
- C – 2 Thank you - public appearance at Grand View Christian School on September 21, 2023. Personnel on the call: **T316; Captain, Cullen Blake, AO Kyle Carrothers, FF Matt Harlan, FF Daniel Grigoryev**
- C – 3 Social Media compilation



SEATTLE WA 980

19 OCT 2023 PM 7 L



to:

"HERO" NEFI [REDACTED]

c/o CHIEF BROWNE

11300 SE FULLER Rd

MILWAUKIE OR 97222

Next - HERO!
You ARE A
Good Job!
ARE Proud OF
You! Well done!

The RIMAR Family
Lynnwood WA

SAVING
your Brother -
Congratulations



Thank - you!

We loved our visit
with you! Thank
you for showing us
that firefighters are
our friends! God bless!

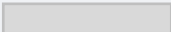
CORRESPONDENCE

C-3 Social Media Comments

Thankful for extrication training for Sandy crews, Oct. 2:



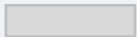
Top fan



Thank you guys for always taking the time to learn better ways to save peoples' lives. Heroes every day!!



Thankful for the crane rescue training, Oct. 3:

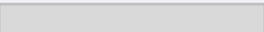


Just another layer of confidence of successful help when/if I call 911. Thank you for ALL your efforts.

Thankful to Station 16 crew for teaching fire safety to kindergarten class, Oct. 3:



Top fan

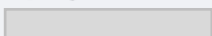


Thank you for ALL that you do for our community!

Thankful to the crews for their response to a residential fire on SE 20th Ave., Oct. 4:

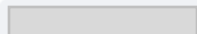


Top fan

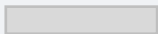


Thank you guys very much for protecting everyone!!

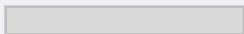
Thankful to Community Services staff and crews for the open houses for Fire Prevention Month, Oct. 7:



It was great to be there!! Thank you for doing this! Can't wait to come again



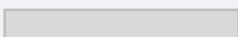
This was a great experience for the kids to be a part of and the adults to be involved and ask questions. Future firefighters in the making.



Such a fun experience for the kids and adults. My kids had a blast, thank you again!!



Thankful to crews for their response and dog rescue to a residential fire on SE Bristol Park Dr., Oct. 10:



So glad you were able to save the dog and that you are all safe!



Oct 10

Great job ladies and gentlemen who responded to this fire

Thankful to the crews who responded to a two-vehicle crash on SE Jennifer St., Oct. 12:

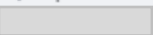


Thanks for all that you do! 🍌🍌🍌

3w 1 like Reply



Top fan



Thanks for being there when those people needed you. Be safe. #hereforyou



INFORMATIONAL ITEMS

- I – 1 KOIN NEWS October 8, 2023 “Clackamas County fire crews put out structure blaze” <https://www.koin.com/news/clackamas-county-structure-fire-fischers-mill-road-10082023/>
- I – 2 KATU NEWS, October 10, 2023 “Clackamas Fire battles house fire in Happy Valley, firefighters save family dog” <https://katu.com/news/local/clackamas-fire-battles-house-fire-in-happy-valley-firefighters-save-family-dog>
- I – 3 FLASH ALERT, October 17, 2023 “Clackamas Emergency Services Foundation Benefit Auction on Nov 4”
- I – 4 KATU NEWS, October 19, 2023 “Clackamas boy, 11, honored with award after saving little brother from hit-and-run driver” <https://katu.com/news/local/clackamas-boy-9-honored-with-award-after-saving-little-brother-from-hit-and-run-driver>
- I – 5 KATU NEWS, October 19, 2023 “Hit-and-run suspect who injured child waiting for school bus dies in separate head-on crash” <https://katu.com/news/local/hit-and-run-suspect-who-hit-child-waiting-for-school-bus-later-dies-in-separate-head-on-crash-clackamas-oregon>
- I – 6 KTVZ NEWS, October 19, 2023 “Young boy recognized for saving brother’s life in Clackamas County” <https://ktvz.com/cnn-regional/2023/10/18/young-boy-recognized-for-saving-brothers-life-in-clackamas-county/>
- I – 7 FLASH ALERT, October 29, 2023 “Clackamas Firefighters Extricate Patient on Hwy 26 Sunday Afternoon”
- I – 8 KATU NEWS, October 29, 2023 “Highway 26 reopens following 'heavy impact' crash, one person taken to local hospital by helicopter” <https://katu.com/news/local/highway-26-closed-east-of-sandy-due-to-heavy-impact-crash-officials-say>
- I – 9 KOIN NEWS, October 29, 2023 “Person extricated from car, airlifted to hospital after 2-vehicle crash on Hwy 26” <https://www.koin.com/local/clackamas-county/person-extricated-from-car-airlifted-to-hospital-after-2-vehicle-crash-on-hwy-26/>
- I – 10 FOX NEWS, October 29, 2023 “2 injured in ‘heavy impact’ crash on Hwy 26 in Sandy” <https://www.kptv.com/2023/10/30/2-injured-heavy-impact-crash-hwy-26-sandy/>

CLACKAMAS EMERGENCY SERVICES FOUNDATION BENEFIT AUCTION ON NOV. 4

News Release from **Clackamas Fire District**
Posted on FlashAlert: October 17th, 2023 3:54 PM



Clackamas Emergency Services Foundation is holding their 10th annual Dinner and Auction fundraiser on November 4, 2023 at Gray Gables Estate in Milwaukie, Ore. The money raised at the fundraiser goes to those who have experienced a fire, accident or other tragedy. Foundation funds can provide short-term disaster relief such as a warm hotel room in the middle of the night, a change of clothes, transportation or necessary toiletries and food until other social services agencies can step in.

“The Automated External Defibrillator (AED) reimbursement program through CESF has allowed more places to have an AED, than would normally be able to have one in the past. Being able to place these machines in places like schools, fitness centers, and churches allows the county to have more public access to AEDs which means we have more people saved after a cardiac arrest episode (or what we call a cardiac arrest save) because of the quick access to these machines,” says Bill Conway, Public Health Emergency Services Manager, Clackamas County Public Health Division, Department of Health, Housing & Human Services.

Some of the community programs the Foundation fundraiser supports are:

- Providing smoke alarms and kids’ bicycle helmets
- Placing automatic external defibrillators (AEDs) in the community – over 400 have been placed to date!
- Scholarships for college students studying emergency services professions
- Operation Santa Claus providing toys and food for families in need
- Food programs like Feed the Hungry, Inc.
- Community non-profits like Mt. Hood Search & Rescue Council and Backpack Buddies (providing food insecure students with meals on weekends and holidays)
- Grants to help individuals access woodchippers for home wildfire mitigation efforts

The Foundation is seeking sponsorships and donations for their live and silent auctions at the event. Sun Glow Home Services is our Gold Sponsor and we appreciate their support. The community is invited to attend the event to help raise funds to support our friends and neighbors in the Clackamas County community.

CESF was formed in 1998 to provide funds to help people in need within the community. The Foundation consists of the following emergency service agencies – Clackamas Fire District #1, Clackamas County Sheriff's Office, Colton Rural Fire Protection District #70, Milwaukie Police, Oregon City Police and Sandy Fire District #72.

Website: <https://cesf.ejoinme.org/2023auction>

Facebook: The Clackamas Emergency Services Foundation -or-
<https://www.facebook.com/profile.php?id=61551273477172>

Logo and Graphics:
<https://drive.google.com/drive/folders/1gp1uG8P6tMYf0sBcvCSPBc34DmRGUckD?usp=sharing>

*Media is welcome to attend. please contact Carole Astley (see details below).

###

Contact Info:

Carole Astley, Auction Coordinator, phone: (503) 705-8694, Email: cesfevents@gmail.com

CLACKAMAS FIREFIGHTERS EXTRICATE PATIENT ON HWY 26 SUNDAY AFTERNOON (PHOTO)

News Release from **Clackamas Fire District**
Posted on FlashAlert: October 29th, 2023 6:52 PM



Downloadable file: [Extrication 3](#)
Downloadable file: [Extrication 2](#)
Downloadable file: [Extrication 1](#)

At approximately 4:30pm on Sunday afternoon, Clackamas Firefighters responded to an injury accident involving two vehicles, one mile east of Shorty's Corner just outside Sandy at mile post 27. On arrival, Clackamas firefighters reported one patient trapped in a vehicle with heavy impact and another patient standing on the side of the road with minor injuries. Due to the recent contract for service with Sandy Fire, Clackamas Fire firefighters were able to respond out of the Sandy Fire Station with two apparatus and were on scene within minutes to provide extrication and medical care to the two patients. Life Flight Network helicopter was launched immediately to provide the quickest transport to an area trauma center. Oregon Dept. Of Transportation (ODOT), Oregon State Police (OSP) and Clackamas County Sheriff's Office (CCSO) were also on scene to provide traffic control and investigate the accident.

Clackamas firefighters from Damascus and Clackamas with specialized training and heavy extrication equipment also responded to assist Sandy crews on scene. Once extricated, the patient was treated and transported by Clackamas Fire and American Medical Response (AMR) paramedics to the landing zone where patient care was transferred to Life Flight. Crews remained on scene briefly to clean up debris and ensure vehicles did not pose any danger.

The success of this emergency highlights the partnerships with other agencies within Clackamas County and the region. Thank you to ODOT, OSP and CCSO for their quick response and our emergency medical partners at AMR and Life Flight Network for their high level of service to our citizens.

Contact Info:

Public Information Officer, Pager: (503)294-3555, Email: cfdpio@clackamasfire.com