



# CROOKED RIVER RANCH FIRE & RESCUE

6971 SW Shad Road, Crooked River Ranch, OR 97760  
Phone: (541) 923-6776 | Fax: (541) 923-5247  
[www.crrfire.org](http://www.crrfire.org)

## Notice of Board Meeting

The Crooked River Ranch Rural Fire Protection District Board of Directors will hold a Board meeting on Thursday, December 21, 2023. The Board meeting will start at 6:30 pm and will be held at the fire station, which is located at 6971 SW Shad Road, Terrebonne, Oregon. Virtual access to this meeting can be found through the Zoom platform, by accessing our website, @ [www.crrfire.org/meetings](http://www.crrfire.org/meetings). The meeting is accessible to people with disabilities and will be recorded. Requests for other accommodations should be made to Crooked River Ranch Fire & Rescue at 541-923-6776 at least 48 hours before the meeting.

### Board of Directors

Kay Norberg, President (Position 2)  
David Palmer, Vice President (Position 3)  
Joseph Costigan, Secretary (Position 4)  
Brad Pahl, Treasurer (Position 1)  
Cole Gayheart, Jr., (Position 5)

### District Staff

Fire Chief, Sean Hartley  
Admin. Assistant, Dana Schulke  
(excused)

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### **Board Meeting Agenda**

1. Call to Order – Director Norberg
  - 1.1 Flag Salute – Director Palmer
  - 1.2 Roll Call – Director Costigan
2. Review of Agenda – Director Norberg
3. Approval of minutes – Director Norberg
  - 3.1 Approval of Board Meeting minutes from November 16, 2023
4. Financial Reports
  - 4.1 Acknowledge receipt and approval of the financial reports for November 2023  
– Director Pahl
  - 4.2 Appointment of Board members to sign checks for Wednesday, January 10th and Thursday, January 25th, 2023 – Director Norberg
5. Unfinished business (consideration, discussion, and possible action on the following items):  
- none
6. New Business (consideration, discussion, and possible action on the following items):
  - 6.1 Update on Fire Alarm System for the building – Fire Chief, Sean Hartley
  - 6.2 Possible discussion/approval of Resolution 2023-08 to appropriate funds to replace the stations existing Fire Alarm System – Fire Chief, Sean Hartley
  - 6.3 Discussion on SDAO Conference in February – Fire Chief, Sean Hartley/ Director Norberg
  - 6.4 Performance review of Fire Chief - **Executive Session, per ORS 192.660(2) (i)** to review and evaluate the employment-related performance of the Chief Executive Officer of any public body, a public officer, employee, or staff member who does not request an open hearing. This is a closed session not open to the

public. Any media requesting access, please email [admin@crrfire.org](mailto:admin@crrfire.org), prior to the date of this meeting. – Director Norberg

7. Fire Chief's Report - submitted by Fire Chief, Sean Hartley in Board packet
8. Comment/Questions:
  - 9.1 Public input on the current agenda topics
  - 9.2 Public input on future agenda topics – (Please limit to one topic)
9. Correspondence/ Recognitions/ Good of the Order – Director Norberg
10. Adjournment – Director Norberg

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(In accordance with ORS 192.660, the Crooked River Ranch Rural Fire Protection District Board of Directors may convene in executive session at any time)

**Crooked River Ranch RFPD  
6971 SW Shad Rd  
Terrebonne, OR 97760-9250**

**November 16, 2023**

A Board meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, November 16, 2023, at 6:30 pm, at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road Crooked River Ranch, Oregon.

### **Board Meeting Minutes**

**1. Called to Order** at 6:30 pm by Director Norberg. Director Costigan completed the roll call, and the following individuals were in attendance: Directors Palmer, Gayheart, Costigan, Norberg and Pahl. Also, in attendance was Fire Chief, Sean Hartley. Administrative Assistant Dana Schulke, Captain David McDonald, and Firefighter/Paramedic Laura Waldron. Members of the public in attendance were Bill Burt and Mike Dries.

**1.1 Flag Salute** – led by Director Palmer

**2. Review of the Agenda** - Director Norberg reviewed the agenda and there were no additional topics added or any deletions.

**3. Review/Approval of Meeting Minutes** –

**3.1 Approval of the Board meeting minutes from October 19<sup>th</sup>, 2023** - The minutes were in the Board packet for review. Director Palmer made a motion to approve the minutes as presented, Director Costigan seconded the motion. All voted to approve the minutes by stating “Aye”, motion carried, (5-0).

**3.2 Approval of the Supplemental Budget Hearing minutes from November 9<sup>th</sup>, 2023** – The minutes were in the Board packet for review. Director Costigan made a motion to approve the Supplemental Budget Hearing minutes as presented, Director Pahl seconded the motion. All voted to approve the minutes by stating “Aye”, motion carried, (5-0).

**4. Financial Reports** -

**4.1 Acknowledge receipt and approval of financial reports for October 2023** - Director Pahl stated the financials are in the Board packet. He stated that on the Balance Sheet the General Fund Net Income for October was \$1,064,909.36. Chief Hartley stated that we are starting to see the tax revenue income coming in. Director Palmer asked about our Ambulance Revenue and if Chief Hartley was concerned about it. Chief Hartley said he was not concerned about it because there is always a lull when you start with a new company, and they are trying to play catch up with getting the billing out. Director Costigan has a question regarding the interest that is shown in the negative on the Balance Sheet. Chief Hartley stated the County Treasurer made an adjustment in the accounts for the end of last fiscal year which normally is posted in December. However, she posted it in October when the tax money started flowing in, which caused us to have a negative amount showing. Director Pahl is aware of it and received the email from the County Treasurer about it. This will reverse itself next month according to Director Pahl. Chief Hartley stated to the Board we will get most of our tax revenue at the end of

November. Discussion ensued between the Board and Chief Hartley regarding when the taxes come in and if Deschutes County does the same process. Director Costigan made a motion to approve the October financials as presented. Director Palmer seconded the motion, all were in favor by stating "Aye", motion carried, (5-0).

**4.2 Appointment of Board members to sign checks** – It was decided that Director Norberg and Director Palmer will sign checks on Monday, December 11th and Director Norberg and Director Costigan will sign checks on Friday, December 22nd, 2023.

## **5. Unfinished Business –**

**5.1 Discussion on Levy** - Chief Hartley stated that we are still sitting about the same as far as votes for the approval. Official results will be available to us on November 29<sup>th</sup>, but all is looking good for it passing. We have heard from several residents that they did not receive a ballot from the County, which leads us to believe there are issues with the US Postal Service. Chief Hartley also stated that at the OFDDA conference, one of the workshops was on the Ballot Measure Bootcamp. According to the instructor at the workshop, we did everything correctly when it came to preparing for this Levy increase. Chief Hartley also stated that the instructor in the workshop stated that when going out for an increase in your levy, you should never do it the year there is a presidential election. When Chief Hartley did the math for our next renewal, it will be in November of 2028 which is a presidential election. So, he and the Board will have to rethink how we want to proceed with our next levy. Discussion ensued between the Board and Chief regarding renewals of Levy's and other District's passing their Levy's, and some that did not.

**5.2 Civil Service Commission update and approval of Resolution 2023-07 to approve the Civil Service Commission rules for the district.** Chief Hartley stated that the Commission met this morning to approve the rules. Captain McDonald was at the meeting, along with Director Pahl. There were no other individuals from the public there. The commission reviewed the edits from the attorney and approved them. Once the Resolution is approved by the Board, we will have another meeting with the commission in December. Then we will go out for another firefighter/paramedic position after the first of the year. Director Costigan made a motion to approve Resolution 2023-07 to approve the Civil Service Commission rules for the district as presented. Director Pahl seconded the motion. All in favor of approving the Resolution stated "Aye", motion carried, (5-0).

**5.3 Update on Board policy on voting neutrality** - Director Pahl has been working on this topic for the last month. He has had a lot of difficulty with this as far as drafting verbiage in a policy. He stated that in some instances where it benefits the district, we might want to vote, yet there will be times where voting for something will not pertain to the district's mission, and we should abstain from voting. No action should be taken. He feels that we do not need to address this subject in policy. The Board agreed that a policy is not necessary and for the Fire Chief and Administrative Assistant to bring any voting matters to the Board and it will be addressed on a case-by-case basis. There was no further discussion.

## **6. New Business:**

**6.1 Discussion** on the Districts Fire Med program - Director Pahl has been collecting data on the district's Fire Med program which he passed out to the Board. He reviewed with the Board how it is designed and funds coming into the district, and how funds go out,

depending on the number of transports. At this point in time, we wrote off about \$9,000 for 2021. He feels we should not do anything with the program right now, however we should visit this topic annually just to make sure our write-offs are not exceeding our income. We have generally been in the black in the past. Director Palmer asked if we should put this as a line item in next year's budget for any downfall of funding for this program. This is something we may want to investigate and ask our auditors about. Chief Hartley suggested that we look at this again in March of 2024 to see where we are at and pursue this topic further. It was suggested by Director Costigan that we have all our data ready for the March meeting so further decisions can be made. Director Pahl asked Chief Hartley about utilizing in person credit cards for Fire Med and Emergency Address signs. As of November 1<sup>st</sup>, we have stopped accepting credit cards in person, due to the PCI regulations that we would have to abide by, as well as creating policies, maintain & logging information, etc. We will still accept credit cards through our website only.

**7. Fire Chief's report** - the Chief's report was in the Board packet for all Director's to review. Chief Hartley has spoken to the Volunteer Association and the new extraction tools will be here on December 18<sup>th</sup>. The gentleman bringing out the tools will train everyone on how to use them. He thanked the Volunteer Association for putting up 50% of the costs for them. He stated we have kept on 2 part-timers through the end of this year, as the funds are running out for the seasonal staffing. Keeping these two part-timers on shift helps fill the B shift. Chief Hartley will have to investigate coding this differently in our Xero program, for budget purposes and per the request of Director Costigan. The call volume is progressing along, and he anticipates us ending the year around 650. He stated that Captain McDonald is working on replacing our fire alarm situation. Director Costigan asked that we have all the information on proposals for the new fire alarm system ready for the December Board meeting to make decisions. Several volunteers have passed their DPSST task performance books.

**8. Update on CERT program** - there was no update, CERT team will not be meeting in November and December.

**9. Comments/Questions :**

**9.1 Public input on the current agenda** - none

**9.2 Public input on future agenda topics** - none

**10. Correspondence/Recognitions/Good of the order** - Chief Hartley stated that he and Director Norberg went to the OFDDA conference and went to various classes. They attended Round Table discussions on Board member difficulties everyone is facing at other districts. Chief Hartley was able to talk to the State Fire Marshal and he got to see what our new fire truck will look like, which should be here in the first quarter of 2024. There was discussion between Chief Hartley and the Board on the proposed RV park that would be off Lower Bridge Road which is county owned land.

**12. Adjournment** by Director Norberg at 7:46 pm

Respectfully,  
Dana Schulke  
Administrative Assistant

# Balance Sheet

Crooked River Ranch Fire & Rescue

As of November 30, 2023

<b>Account</b>	<b>Nov 30, 2023</b>
<b>Assets</b>	
<b>Current Assets</b>	
<b>Cash and Cash Equivalents</b>	
Bond Fund	195,673.77
Capital Reserve Fund	390,756.45
Chase Business	17,538.94
Chase Payroll	5,251.07
Chase Savings	396,602.93
General Fund	680,001.62
Local Option Levy Fund	817,187.04
Stripe USD	45.00
<b>Total Cash and Cash Equivalents</b>	<b>2,503,056.82</b>
<b>Total Current Assets</b>	<b>2,503,056.82</b>
<b>Total Assets</b>	<b>2,503,056.82</b>
<b>Liabilities and Equity</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
A. DELORTO	1,354.72
A. WILEY	350.56
D. MCDONALD	2,182.09
D. SCHULKE	2,659.45
S. HARTLEY	(2,580.65)
Payroll Liabilities	(523.39)
FIB - Credit Cards	452.45
<b>Total Current Liabilities</b>	<b>3,895.23</b>
<b>Total Liabilities</b>	<b>3,895.23</b>
<b>Equity</b>	
Current Year Earnings	2,499,161.59
<b>Total Equity</b>	<b>2,499,161.59</b>
<b>Total Liabilities and Equity</b>	<b>2,503,056.82</b>
	<b>\$1,916,626.60</b>
	<b>\$3,895.23</b>
General Fund Net Income	<b>\$1,912,731.37</b>



## Budget Variance

Crooked River Ranch Fire & Rescue  
For the month ended November 30, 2023  
Cash Basis



## GENERAL FUND

Account	Nov Actual	Jul-Nov 2023	Budget	Variance	Variance %
<b>Revenue</b>					
Ambulance Revenue	9,675.30	102,046.09	275,000.00	(172,953.91)	-62.89%
Beginning Fund Balance	0.00	1,284,784.89	856,886.00	427,898.89	49.94%
Conflagration Revenue	0.00	16,926.02	13,086.00	3,840.02	29.34%
Contractual Income	0.00	400.00	400.00	0.00	0.00%
Emergency Address Signs	25.00	150.00	500.00	(350.00)	-70.00%
FireMed	1,935.00	6,932.12	13,320.00	(6,387.88)	-47.96%
Grant Funds	0.00	0.00	483,500.00	(483,500.00)	-100.00%
Interest	814.73	4,935.05	7,500.00	(2,564.95)	-34.20%
Misc. Income	0.00	3,126.61	7,500.00	(4,373.39)	-58.31%
Previously Levied Taxes	2,889.00	18,066.70	25,000.00	(6,933.30)	-27.73%
Taxes Collected in Year Levied	931,164.11	1,051,182.48	1,083,566.00	(32,383.52)	-2.99%
Training Income	0.00	0.00	500.00	(500.00)	-100.00%
<b>Total Revenue</b>	<b>946,503.14</b>	<b>2,488,549.96</b>	<b>2,766,758.00</b>	<b>(278,208.04)</b>	<b>-10.06%</b>
<b>Gross Profit</b>	<b>946,503.14</b>	<b>2,488,549.96</b>	<b>2,766,758.00</b>	<b>(278,208.04)</b>	<b>-10.06%</b>
<b>Operating Expenses</b>					
Debt Service:Apparatus Payment	0.00	0.00	27,046.00	(27,046.00)	-100.00%
Debt Services & Contingency:Contingency	0.00	0.00	38,721.00	(38,721.00)	-100.00%
General Fund, Transfer Out	0.00	0.00	77,250.00	(77,250.00)	-100.00%
<b>Materials &amp; Services</b>					
Administration	6,494.88	12,483.71	18,450.00	(5,966.29)	-32.34%
Building Maintenance & Supplies	2,189.92	9,326.49	30,000.00	(20,673.51)	-68.91%
CERT Program	0.00	1,508.49	5,000.00	(3,491.51)	-69.83%
Department Services	151.42	1,286.33	5,000.00	(3,713.67)	-74.27%
Dispatch	0.00	0.00	70,350.00	(70,350.00)	-100.00%
EMS Operations	6,167.94	25,787.20	45,690.00	(19,902.80)	-43.56%
Fire Operations	86.34	1,717.59	34,750.00	(33,032.41)	-95.06%
Fuel	1,217.58	6,320.77	20,000.00	(13,679.23)	-68.40%
Insurance	0.00	0.00	40,000.00	(40,000.00)	-100.00%
OSFM OFSCP - PPE/Uniform	0.00	4,068.50	9,500.00	(5,431.50)	-57.17%
Prevention	640.00	640.00	2,000.00	(1,360.00)	-68.00%
Professional Services	811.10	13,796.94	20,850.00	(7,053.06)	-33.83%
Radios & Communications	1,599.43	2,103.09	21,587.00	(19,483.91)	-90.26%
Rope Rescue Operations	0.00	0.00	3,000.00	(3,000.00)	-100.00%
SAFER Grant Expenditures	130.00	24,010.56	42,000.00	(17,989.44)	-42.83%
Training	500.20	3,919.62	24,455.00	(20,535.38)	-83.97%
Travel	810.00	1,012.99	5,000.00	(3,987.01)	-79.74%
Tuition Reimbursement	0.00	0.00	31,500.00	(31,500.00)	-100.00%
Uniforms	134.40	5,265.11	7,000.00	(1,734.89)	-24.78%
Utilities	2,525.15	9,122.57	34,800.00	(25,677.43)	-73.79%
Vehicle/Equipment Maintenance	242.07	6,399.64	35,000.00	(28,600.36)	-81.72%
Volunteer Incentive Program	0.00	3,120.00	20,800.00	(17,680.00)	-85.00%
Wellness Program	0.00	412.48	10,000.00	(9,587.52)	-95.88%
<b>Total Materials &amp; Services</b>	<b>23,700.43</b>	<b>132,302.08</b>	<b>536,732.00</b>	<b>(404,429.92)</b>	<b>-75.35%</b>
<b>Personnel Services</b>					
Administrative Assistant	3,822.80	17,780.80	44,254.00	(26,473.20)	-59.82%
Administrative Assistant Overtime	60.36	505.52	3,017.00	(2,511.48)	-83.24%
Employee Benefits	14,075.84	73,420.11	241,547.00	(168,126.89)	-69.60%
Fire Chief	7,589.72	36,219.65	87,135.00	(50,915.35)	-58.43%
Part-Time Personnel	3,960.00	36,759.76	35,000.00	1,759.76	5.03%
Payroll Taxes	3,739.13	22,299.06	53,933.00	(31,633.94)	-58.65%
PERS	10,683.01	55,790.32	207,337.00	(151,546.68)	-73.09%
Shift Personnel Overtime	3,802.61	28,424.24	53,619.00	(25,194.76)	-46.99%
Shift Personnel Wages	16,127.70	78,859.14	202,151.00	(123,291.86)	-60.99%
Student Volunteer Stipends	1,200.00	2,895.00	10,800.00	(7,905.00)	-73.19%
Volunteer Conflag Reimbursement	0.00	15,463.51	6,749.00	8,714.51	129.12%
Volunteer Stipends & Benefits	2,000.00	19,900.00	45,000.00	(25,100.00)	-55.78%
Workers Comp. & Group Accident Insurance	205.70	19,950.52	26,000.00	(6,049.48)	-23.27%
<b>Total Personnel Services</b>	<b>67,266.87</b>	<b>408,267.63</b>	<b>1,016,542.00</b>	<b>(608,274.37)</b>	<b>-59.84%</b>
Personnel Services:Shift Firefighter:Overtime	614.63	3,071.44	32,642.00	(29,570.56)	-90.59%
Personnel Services:Shift Firefighter:Wage	7,130.50	32,177.44	132,291.00	(100,113.56)	-75.68%
<b>Total Operating Expenses</b>	<b>98,712.43</b>	<b>575,818.59</b>	<b>1,861,224.00</b>	<b>(1,285,405.41)</b>	<b>-69.06%</b>
<b>Net Profit</b>	<b>847,790.71</b>	<b>1,912,731.37</b>	<b>905,534.00</b>	<b>1,007,197.37</b>	<b>111.23%</b>

## Budget Variance

Crooked River Ranch Fire & Rescue  
For the month ended November 30, 2023  
Cash Basis



### CAPITAL RESERVE FUND

Account	Nov Actual ul-Nov 2023		Budget	Variance	Variance %
<b>Revenue</b>					
Beginning Fund Balance	0.00	396,669.29	382,067.00	14,602.29	3.82%
Interest	511.82	2,496.08	4,500.00	(2,003.92)	-44.53%
Misc. Income	7,902.50	7,902.50	7,903.00	(0.50)	-0.01%
<b>Total Revenue</b>	<b>8,414.32</b>	<b>407,067.87</b>	<b>394,470.00</b>	<b>12,597.87</b>	<b>3.19%</b>
<b>Gross Profit</b>	<b>8,414.32</b>	<b>407,067.87</b>	<b>394,470.00</b>	<b>12,597.87</b>	<b>3.19%</b>
<b>Other Income</b>					
Transfer(s) In	0.00	0.00	77,250.00	(77,250.00)	-100.00%
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>77,250.00</b>	<b>(77,250.00)</b>	<b>-100.00%</b>
<b>Operating Expenses</b>					
Capital Outlay & Grant Awards:Building Purch.	591.00	16,311.42	30,000.00	(13,688.58)	-45.63%
Capital Outlay & Grant Awards:Fire Purch.	0.00	0.00	15,805.00	(15,805.00)	-100.00%
<b>Total Operating Expenses</b>	<b>591.00</b>	<b>16,311.42</b>	<b>45,805.00</b>	<b>(29,493.58)</b>	<b>-64.39%</b>
<b>Net Profit</b>	<b>7,823.32</b>	<b>390,756.45</b>	<b>425,915.00</b>	<b>(35,158.55)</b>	<b>-8.25%</b>



## Budget Variance

Crooked River Ranch Fire & Rescue  
For the month ended November 30, 2023  
Cash Basis



## BOND FUND

<u>Account</u>	<u>Nov Actual</u>	<u>Jul-Nov 2023</u>	<u>Budget</u>	<u>Variance</u>	<u>Variance %</u>
<b>Revenue</b>					
Beginning Fund Balance	0.00	13,629.18	10,000.00	3,629.18	36.29%
Interest	26.59	129.34	500.00	(370.66)	-74.13%
Previously Levied Taxes	480.10	3,001.74	3,500.00	(498.26)	-14.24%
Taxes Collected in Year Levied	158,486.51	178,913.51	199,600.00	(20,686.49)	-10.36%
<b>Total Revenue</b>	<b>158,993.20</b>	<b>195,673.77</b>	<b>213,600.00</b>	<b>(17,926.23)</b>	<b>-8.39%</b>
<b>Gross Profit</b>	<b>158,993.20</b>	<b>195,673.77</b>	<b>213,600.00</b>	<b>(17,926.23)</b>	<b>-8.39%</b>
<b>Operating Expenses</b>					
Debt Service: Bond Payment	0.00	0.00	193,028.00	(193,028.00)	-100.00%
<b>Total Operating Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>193,028.00</b>	<b>(193,028.00)</b>	<b>-100.00%</b>
<b>Net Profit</b>	<b>158,993.20</b>	<b>195,673.77</b>	<b>20,572.00</b>	<b>175,101.77</b>	<b>851.17%</b>

# Payable Invoice Detail

## Crooked River Ranch Fire & Rescue

For the period November 1, 2023 to November 30, 2023

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
<b>Aflac</b>					
Nov 16, 2023	ACH	Premiums from staff for November	668.34	Paid	Payroll Liabilities
<b>Total Aflac</b>			<b>668.34</b>		
<b>Bend Alterations</b>					
Nov 1, 2023	1251659	uniform pant hemming	20.00	Paid	Materials & Services:Uniforms
Nov 1, 2023	1251659	less 10% discount	(2.00)	Paid	Materials & Services:Uniforms
Nov 1, 2023	866666	patches sewn on uniform shirt	32.00	Paid	Materials & Services:Uniforms
Nov 1, 2023	866666	less 10% discount	(3.20)	Paid	Materials & Services:Uniforms
Nov 1, 2023	866664	Hemming of Pants for Kaisha Stokes	18.00	Paid	Materials & Services:Uniforms
<b>Total Bend Alterations</b>			<b>64.80</b>		
<b>Blue Mountain Networks</b>					
Nov 6, 2023	22504 - ACH	Phone and Internet charges	679.52	Paid	Materials & Services:Utilities:Telecommunications
<b>Total Blue Mountain Networks</b>			<b>679.52</b>		
<b>Carson Oil Company, Inc.</b>					
Nov 2, 2023	CP-00483737 - EFT	Fuel for all apparatus	341.84	Paid	Materials & Services:Fuel
Nov 16, 2023	CP-00488241 - EFT	Fuel for all apparatus	906.29	Paid	Materials & Services:Fuel
<b>Total Carson Oil Company, Inc.</b>			<b>1,248.13</b>		
<b>Cascade Fire Equipment</b>					
Nov 2, 2023	PO-0392 / Inv8408	Dex-Pro Glove - s	130.00	Paid	Materials & Services:SAFER Grant Expenditures
<b>Total Cascade Fire Equipment</b>			<b>130.00</b>		
<b>Chase Bank</b>					
Nov 15, 2023	HD 480751129	Station Supplies	191.30	Paid	Materials & Services:Building & Maintenance:Supplies
<b>Total Chase Bank</b>			<b>191.30</b>		
<b>Crooked River Ranch Water Company</b>					
Nov 1, 2023	94 - EFT	Credit from overbilling for September	77.10	Paid	Materials & Services:Utilities:Water
<b>Total Crooked River Ranch Water Company</b>			<b>77.10</b>		
<b>Crooked River Sanitary</b>					
Nov 1, 2023	00014 - EFT	Sanitation services for October	72.02	Paid	Materials & Services:Utilities:Sanitation
<b>Total Crooked River Sanitary</b>			<b>72.02</b>		

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
<b>Day Wireless Systems</b>					
Nov 7, 2023	799810	Install, hardware etc of 3 remote radios in 590, 592, 541	1,599.43	Paid	Materials & Services:Radios/Communications
<b>Total Day Wireless Systems</b>			<b>1,599.43</b>		
<b>Dell Marketing L.P.</b>					
Nov 16, 2023	PO-0408 / 10710682233	OpiPlex Micro (Plus 7010)	3,745.98	Paid	Materials & Services:Administration:Office Equipment
Nov 16, 2023	PO-0408 / 10710682233	Micro Form Factor All-in-one Stand	168.98	Paid	Materials & Services:Administration:Office Equipment
Nov 16, 2023	PO-0408 / 10710682233	Dell 24 Monitor - P2422H, 60.5cm (23.8")	307.18	Paid	Materials & Services:Administration:Office Equipment
<b>Total Dell Marketing L.P.</b>			<b>4,222.14</b>		
<b>DPSST</b>					
Nov 16, 2023	ARF75261	Fingerprints for B. O'Conner	46.25	Paid	Materials & Services:Training
<b>Total DPSST</b>			<b>46.25</b>		
<b>Dr. Matthew Eschelbach</b>					
Nov 16, 2023		Yearly Advisor Fee and Malpractice Stipend	4,000.00	Paid	Materials & Services:EMS Operations:Fees/Dues
<b>Total Dr. Matthew Eschelbach</b>			<b>4,000.00</b>		
<b>Elavon</b>					
Nov 16, 2023	XXXX8061	Merchant Services Fee for receiving Ambulance Billing payments via Credit Card	6.00	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
<b>Total Elavon</b>			<b>6.00</b>		
<b>First Citizens Bank</b>					
Nov 21, 2023	43537402 - EFT	Copier Lease Pmt	138.43	Paid	Materials & Services:Administration:Copier Expenses
Nov 21, 2023	43537402 - EFT	B/W Copies	8.54	Paid	Materials & Services:Administration:Copier Expenses
Nov 21, 2023	43537402 - EFT	Color Copies	57.55	Paid	Materials & Services:Administration:Copier Expenses
<b>Total First Citizens Bank</b>			<b>204.52</b>		
<b>Hoss Electric</b>					
Nov 7, 2023	1843	Finish of Electrical work (labor/parts) for remodel of dorm conversion	591.00	Paid	Capital Outlay & Grant Awards:Building Purchases
<b>Total Hoss Electric</b>			<b>591.00</b>		
<b>HRA VEBA Trust</b>					

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Nov 16, 2023	ACH	Contributions for staff for November	2,450.00	Paid	Personnel Services:Employee Benefits:HRA VEBA
<b>Total HRA VEBA Trust</b>			<b>2,450.00</b>		
<b>IAFF 3650 - Redmond Firefighters Union</b>					
Nov 7, 2023	Union Dues - ACH	Union Dues for: Alysha, Adam, David, Elizabeth & Laura	170.00	Paid	Payroll Liabilities
Nov 7, 2023	PAC donations - ACH	PAC donations to Union from staff	18.08	Paid	Payroll Liabilities
Nov 16, 2023	Union Dues - ACH	Union Dues for Alysha, David, Adam, Elizabeth and Laura	170.00	Paid	Payroll Liabilities
Nov 16, 2023	PAC Donations - ACH	PAC donations from staff	18.08	Paid	Payroll Liabilities
<b>Total IAFF 3650 - Redmond Firefighters Union</b>			<b>376.16</b>		
<b>Life-Assist</b>					
Nov 1, 2023	1357226	Epinephrine 1: 10,000, 1mg Luer-Jet Syringe	135.20	Paid	Materials & Services:EMS Operations:Supplies
<b>Total Life-Assist</b>			<b>135.20</b>		
<b>Local Government Law Group</b>					
Nov 16, 2023		Services Rendered for final edits of Civil Service Rules, virtual meeting with Chief and drafting Resolution to adopt Civil Service Rules	432.00	Paid	Materials & Services:Professional Services:Legal
<b>Total Local Government Law Group</b>			<b>432.00</b>		
<b>Nationwide Retirement Solutions</b>					
Nov 7, 2023	Deferred Comp - ACH	Contributions from Staff	220.00	Paid	Payroll Liabilities
Nov 16, 2023	EFT	Contributions from staff	295.00	Paid	Payroll Liabilities
<b>Total Nationwide Retirement Solutions</b>			<b>515.00</b>		
<b>Norco</b>					
Nov 8, 2023	39142955	DEY Medical Oxygen	36.77	Paid	Materials & Services:EMS Operations:Supplies
Nov 8, 2023	39142955	D-Medical Oxygen	52.86	Paid	Materials & Services:EMS Operations:Supplies
Nov 8, 2023	39142955	Handling Charge	35.17	Paid	Materials & Services:EMS Operations:Supplies
Nov 22, 2023	39246062	DEY Medical Oxygen USP	36.77	Paid	Materials & Services:EMS Operations:Supplies
Nov 22, 2023	39246062	Handling Charge	35.17	Paid	Materials & Services:EMS Operations:Supplies
<b>Total Norco</b>			<b>196.74</b>		
<b>Oregon PERS</b>					
Nov 8, 2023	PERS - EFT	Employer Contributions	4,637.00	Paid	Personnel Services:PERS
Nov 8, 2023	PERS - EFT	Employee Contributions, paid by Employer	1,088.80	Paid	Personnel Services:PERS
Nov 8, 2023	PERS - EFT	**Adjustment by PERS of \$712.80	-	Paid	
Nov 20, 2023	PERS - EFT	Employer contributions	3,774.17	Approved	Personnel Services:PERS

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Nov 20, 2023	PERS - EFT	Employee contributions, paid by Employer	887.56	Approved	Personnel Services:PERS
<b>Total Oregon PERS</b>			<b>10,387.53</b>		
<b>Pacific Power</b>					
Nov 16, 2023	24712171-001 3 - EFT	Basic Charges, Load Size Charge, Demand Charge, Delivery charge, Kilowatt usage, etc.	1,451.65	Paid	Materials & Services:Utilities:Electric
<b>Total Pacific Power</b>			<b>1,451.65</b>		
<b>Pamplin Media Group</b>					
Nov 7, 2023	147134	Posting of Supplemental Budget Hearing for November 9th, 2023	96.00	Paid	Materials & Services:Administration:Advertising
<b>Total Pamplin Media Group</b>			<b>96.00</b>		
<b>Platt</b>					
Nov 8, 2023	4067215	Replacement lighted exit sign	22.44	Paid	Materials & Services:Building & Maintenance:Supplies
<b>Total Platt</b>			<b>22.44</b>		
<b>Quality Heating</b>					
Nov 1, 2023	61374159	Service call and install of new thermostat for one zone of floor heat system	389.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Nov 20, 2023	61449737	Replaced existing Sequencer with a new Univeral Sequencer, did operational check for day room area, back of building	558.25	Paid	Materials & Services:Building & Maintenance:Maintenance
<b>Total Quality Heating</b>			<b>947.25</b>		
<b>Special Districts Association of Oregon</b>					
Nov 16, 2023	52514 / 1720	SDAO-SDIS Membership Dues for 2024	1,765.00	Paid	Materials & Services:Administration:Memberships
<b>Total Special Districts Association of Oregon</b>			<b>1,765.00</b>		
<b>Special Districts Insurance Services</b>					
Nov 6, 2023	03-0052514 - ACH	Employee Health premiums for December	10,251.80	Paid	Personnel Services:Employee Benefits:Health Insurance
Nov 6, 2023	03-0052514 - ACH	Employee Dental premiums for December	930.82	Paid	Personnel Services:Employee Benefits:Dental Insurance
Nov 6, 2023	03-0052514 - ACH	Employee Long-Term premiums for December	143.22	Paid	Personnel Services:Employee Benefits:Long Term Disability Insurance
<b>Total Special Districts Insurance Services</b>			<b>11,325.84</b>		
<b>Streamline</b>					



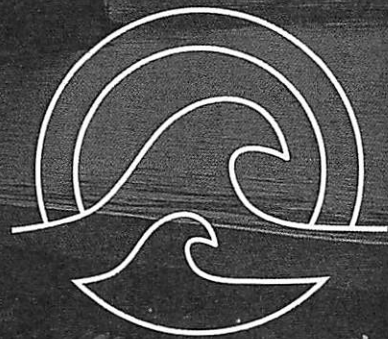
INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Nov 1, 2023	41F663CA-036 - ACH	monthly streamline fee for website	126.00	Paid	Materials & Services:Professional Services:Computer Services
<b>Total Streamline</b>			<b>126.00</b>		
<b>Tactical Business Group</b>					
Nov 16, 2023	OR-CRR-2023-003	Monthly ambulance/EMS billing services for September	900.00	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
Nov 16, 2023	OR-CRR-2023-003	Monthly ambulance/EMS billing services for October	930.00	Paid	Materials & Services:EMS Operations:Ambulance Billing Fees
<b>Total Tactical Business Group</b>			<b>1,830.00</b>		
<b>Terminix</b>					
Nov 20, 2023	237708	Spraying of Rodents, Spiders, etc.	104.00	Paid	Materials & Services:Building & Maintenance
<b>Total Terminix</b>			<b>104.00</b>		
<b>Terrebonne Hardware</b>					
Nov 20, 2023		Parts needed for building	7.44	Paid	Materials & Services:Building & Maintenance:Supplies
<b>Total Terrebonne Hardware</b>			<b>7.44</b>		
<b>Travis Delorto</b>					
Nov 16, 2023	Per Diem for Meals at Training	Per Diem for Meals at Fire Officer 2 Class in Hermiston	118.00	Paid	Materials & Services:Training
<b>Total Travis Delorto</b>			<b>118.00</b>		
<b>Verizon Wireless</b>					
Nov 2, 2023	9947620064	Data charges for all iPads	244.86	Paid	Materials & Services:Utilities:Telecommunications
<b>Total Verizon Wireless</b>			<b>244.86</b>		
<b>VISA - Chase</b>					
Nov 1, 2023	XXXX	Flowers for Barb Oakley	80.00	Paid	Materials & Services:Department Services
Nov 1, 2023	HD 478943560	Dinner for Chief & Kay at OFDDA.	52.00	Paid	Materials & Services:Training
Nov 1, 2023	HD 478400810	Dinner for Chief & Kay at OFDDA conference.	44.00	Paid	Materials & Services:Training
Nov 3, 2023	18650	Training aid	179.95	Paid	Materials & Services:Training
Nov 3, 2023	XXXX	Subscription to FireHouse for Sean	34.95	Paid	Materials & Services:Administration:Subscriptions/Reference Materials
Nov 3, 2023	HD 478400981	Dinner for Chief & Kay at OFDDA conference.	60.00	Paid	Materials & Services:Training
Nov 4, 2023	XXXX	Lodging at Best Western in Seaside for Sean, OFDDA	405.00	Paid	Materials & Services:Travel

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
		Conference Nov 1 - 4th, 2023			
Nov 4, 2023	XXXX	Lodging for Kay Norberg, OFDDA conference Nov. 1-4th, 2023	405.00	Paid	Materials & Services:Travel
Nov 6, 2023	XXXX	Shipping Charges from UPS for quarterly air sample testing	23.38	Paid	Materials & Services:Administration:Postage & Shipping
Nov 6, 2023	HD 475475318	Paint for dorm remodel	95.42	Paid	Materials & Services:Building & Maintenance:Supplies
Nov 10, 2023	HD 476985243	Car wash soap	164.99	Paid	Materials & Services:Vehicle/Equipment Maintenance:
Nov 15, 2023	XXXX	Mo. Fee for use of Stamps.com	19.99	Paid	Materials & Services:Administration:Postage & Shipping
Nov 16, 2023	HD 479427164	display port cable 3'	6.88	Paid	Materials & Services:Administration:Supplies
Nov 16, 2023	HD 479427164	carpet cleaning solution	22.94	Paid	Materials & Services:Building & Maintenance:Supplies
Nov 17, 2023	HD 481219149	Samsung TV	429.99	Paid	Materials & Services:Building & Maintenance:Equipment
Nov 17, 2023	HD 481219149	TV Mount	99.99	Paid	Materials & Services:Building & Maintenance:Equipment
Nov 18, 2023	HD 482204799	Filters for furnace	112.18	Paid	Materials & Services:Building & Maintenance:Maintenance
Nov 19, 2023	XXXX	Mo. Fee for Xero Accounting platform	31.50	Paid	Materials & Services:Professional Services:Accounting/Payroll Services
Nov 20, 2023	XXXX	Purchase of Stamps	50.00	Paid	Materials & Services:Administration:Postage & Shipping
Nov 20, 2023	HD 480749350	Sweatshirts for Board members	69.60	Paid	Materials & Services:Uniforms
Nov 21, 2023	HD 482202035	Thanksgiving Food for on duty crew. Approved By Chief Hartley	41.44	Paid	Materials & Services:Department Services
Nov 22, 2023	XXXX	Copy paper for copier from Amazon	37.98	Paid	Materials & Services:Administration:Supplies
Nov 22, 2023	XXXX	Office supplies	19.05	Paid	Materials & Services:Administration:Supplies
Nov 26, 2023	HD 482973380	Station Supplies	22.62	Paid	Materials & Services:Building & Maintenance:Supplies
Nov 26, 2023	HD 482973398	Station Supplies	118.25	Paid	Materials & Services:Building & Maintenance:Supplies
Nov 26, 2023	112-5690856-0586650	Gift Bags for presents for Giving Tree and SWAFF	29.98	Paid	Materials & Services:Department Services:Events

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Nov 28, 2023	HD 484047809	wall light - dorms	44.62	Paid	Materials & Services:Building & Maintenance:Supplies
Nov 28, 2023	HD 484517217	Display Port cabling for computers and velcro ties for cabling.	14.25	Paid	Materials & Services:Administration:S upplies
Nov 29, 2023	XXXX	Mo Fee for Amazon Prime	14.99	Paid	Materials & Services:Administration:M emberships
Nov 30, 2023	HD 485650686	Webcams & speakers for computers at station.	179.96	Paid	Materials & Services:Administration:S upplies
<b>Total VISA - Chase</b>			<b>2,910.90</b>		
<b>WHA Insurance</b>					
Nov 16, 2023	79018	Renewal of Accidental Death & Dismemberment Policy for 2024	205.70	Paid	Personnel Services:Workers Comp. & Group Accident
<b>Total WHA Insurance</b>			<b>205.70</b>		
<b>Witmer Public Safety Group</b>					
Nov 2, 2023	346327	Helmet shield - Senko	54.99	Paid	Materials & Services:Fire Operations:Supplies/Equip ment
Nov 2, 2023	346327	Helmet shield lettering stickers	18.36	Paid	Materials & Services:Fire Operations:Supplies/Equip ment
Nov 2, 2023	346327	Shipping	12.99	Paid	Materials & Services:Fire Operations:Supplies/Equip ment
<b>Total Witmer Public Safety Group</b>			<b>86.34</b>		
<b>Wright Ford</b>					
Nov 6, 2023	70992	Oil Change and Lube on 599 / 511848 (Community Service Rig)	77.08	Paid	Materials & Services:Vehicle/Equipme nt Maintenance:511848
<b>Total Wright Ford</b>			<b>77.08</b>		
<b>Total</b>			<b>49,611.68</b>		



# 2024 SDAO ANNUAL CONFERENCE

*FEBRUARY 9-11 | SEASIDE, OREGON*

*PRE-CONFERENCE: FEBRUARY 8*



*REGISTER NOW!*  
<https://cvent.me/XRYXZr>



## YOUR OFFICIAL INVITATION TO JOIN US

It's time to register for the **2024 SDAO Annual Conference** at the beautiful Seaside Civic and Convention Center in Seaside, Oregon!

Our annual conference is the can't-miss event of the year for special district representatives. Whether you are a board member, manager, staff person, volunteer – or someone who works with special districts, we have something for you. From 20 educational sessions and multiple opportunities for interacting with colleagues through business meetings, caucus meetings, networking receptions and more, you will want to be sure to join us from February 9th - February 11th.

## REGISTRATION RATES

*Thank you to our sponsors who continue to help us keep the conference affordable for members! We have been able to keep the same rates for over ten years with your generosity.*

- **Pre-Conference:** \$85 Full Day, \$50 Half-Day
- **One Day Only (Friday or Saturday):** \$140
- **Full Conference (Thursday Evening-Sunday Morning):** \$230

## HOW TO REGISTER

Registration is now open and available online through our conference registration website.

Please visit <https://cvent.me/XRYXZr> to register and for more information including session descriptions, speaker information, and more. Limited onsite spots are available so we encourage you to register soon.

Please contact **SDAO Member Services at 800-285-5461** or [memberservices@sdao.com](mailto:memberservices@sdao.com) with any questions or concerns.

## GUEST MEAL RATES

If you would like to bring a guest to conference meals only (guests that would like to attend sessions will need to register for the conference as an attendee), please see below for meal prices:

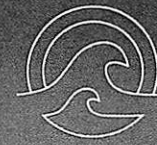
- Friday Breakfast: \$23.50
- Friday Lunch: \$29.50
- Saturday Breakfast: \$23.50
- Saturday Lunch: \$29.50
- Saturday Awards Banquet and Entertainment: \$50 (includes entertainment and two drink tickets)
- Sunday Breakfast: \$23.50



## SCOTT ANDERSON: ILLUSIONIST

Filled with extraordinary magic, hilarious comedy, tons of audience participation, and impossible illusions, your amazement is guaranteed! The performances you will see are one of a kind as they are all based upon his own life. Best of all, this is for all ages. The illusion show is a combination of classic and modern illusion. You will see some of the latest mind-boggling effects as well as illusions inspired by the likes of Harry Houdini.





## HOTEL INFORMATION

### **Best Western Plus Ocean View Resort | 414 N Prom**

*Rates range from \$110-270/night + tax*

Book by Phone: 800-234-8439 and press "0".

Book Online: <https://tinyurl.com/4j2rxjpy>.

### **Rivertide Suites | 102 N Holladay**

*Rates range from \$139-229/night + tax*

Book by Phone: 877-871-8433

### **Inn at Seaside | 441 2nd Ave**

*WED - THURS rates range: \$84-118/night + tax*

*FRI - SAT rates range: \$140-180/night + tax*

Book by Phone: 503-738-9581

### **Holiday Inn Express & Suites | 34 N Holladay Dr**

*WED - THURS rate: \$140/night + tax*

*FRI - SAT rates: \$170/night + tax*

Book by Phone: 503-717-8000



## BOARD MEMBER ELECTIONS

### **FIRE**

*Ben Stange, Polk County Fire District #1*

### **IRRIGATION**

*Brent Stevenson, Santiam Water Control District*

### **SANITARY**

*Nick Bakke, Rogue Valley Sewer Services*

### **AT-LARGE (TRUE)**

*Meg Spencer, Siuslaw Public Library District*

### **AT-LARGE (BIG SIX DISTRICTS)\***

*Scott Stanton, Umatilla County Fire District #1*

### **AT-LARGE (BIG SIX DISTRICTS)\***

*Adam Denlinger, Seal Rock Water District*

Board members are elected for two-year terms extending from July 1, 2024 through June 30, 2026.

*\*Big six districts are fire, irrigation, park and recreation, port, sanitary and water*



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*Keynote Speaker: Betsy Allen-Manning*

## **PEOPLE SAVVY - IMPROVE COMMUNICATION, BUILD BETTER RELATIONSHIPS & DEAL WITH DIFFICULT PEOPLE**

Studies show that 85% of your success in life is due to your people skills, yet it's one of the most difficult skills to develop. In this highly interactive & hilarious presentation, Betsy takes you through an engaging experience of how different personalities prefer to communicate, connect, be influenced, make decisions & resolve conflict. As a human behavior expert, Betsy breaks down personality styles in a humorous and easy way to understand so you can work better with others and get the results you want.

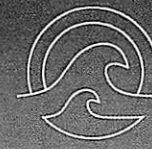
### **ACTIONABLE TAKEAWAYS:**

- Get strategies for increasing your emotional intelligence & dealing with difficult people.
- Quickly identify someone's personality, preferences, and peeves, and leverage that knowledge to build stronger relationships, enhance service & reduce conflict with others.
- Discover strategies for common communication issues so you can adapt to get better results with people.
- Learn how each personality style is specifically motivated, and how they prefer to be influenced and make decisions.

Featured on FOX, CBS, ABC, NBC & TEDx, Betsy Allen-Manning is a renowned leadership speaker & corporate culture expert for fast growing companies. As founder of Corporate Culture Training Solutions, known as one of the top leadership training companies in Dallas, Texas, her specialty is improving workplace culture, creating better employee experiences, & developing



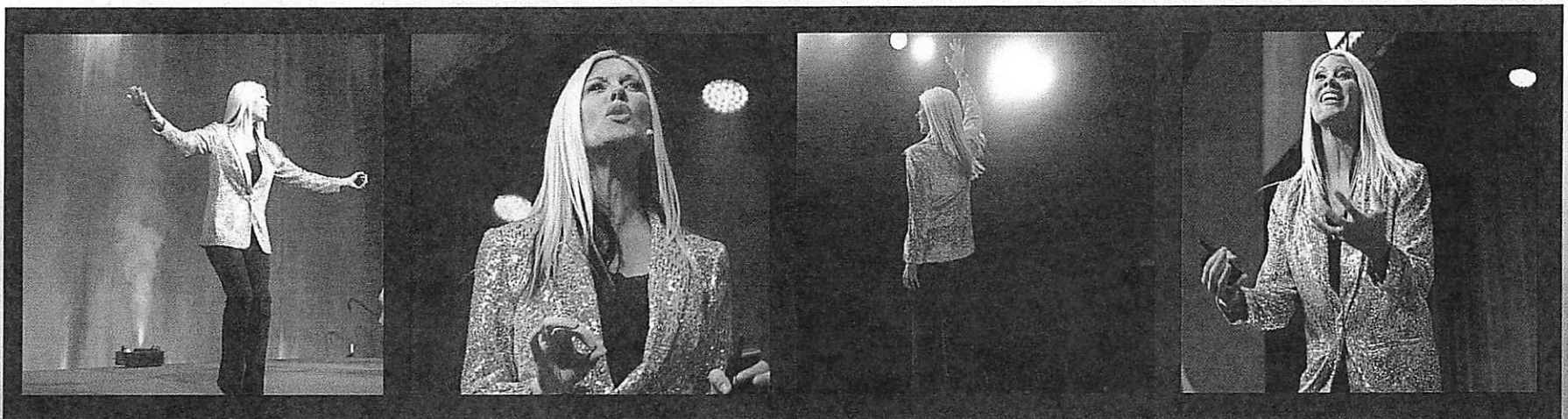




'ready-now leaders' who are equipped to attract, engage, motivate & retain talent in a hyper-competitive marketplace. She's the author of 3 published books and is one of the top leadership motivational speakers in Dallas. Through her dedicated research, expertise in human behavior, experience working as a manager for 5-star hotels, and her involvement with the John Maxwell Team, she is honored to have trained over 15,000 leaders & teams for small businesses, franchises & associations, to multi-billion dollar corporations, such as Toshiba, Aflac, Fidelity & the US Department of Defense.

Betsy has worked quite a bit with government agencies and associations, including the following...

- The US Department of Defense & DAU
- NAVWAR & The Navy
- State Conference for Washington County Officials & Texas County Officials
- WINGA (Wisconsin National Guard Association)
- And many more!



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**PRE-CONFERENCE - THURSDAY, FEBRUARY 8, 2024**

<b>TIME</b>	<b>SESSION TITLE</b>	<b>SPEAKER(S)</b>
9a-3:30p	Board Duties, Responsibilities, and Liabilities	Eileen Eakins
930a-3p	Board Relations, Conflict Resolution and Acceptable Conduct	George Dunkel, SDAO
1p-4p	Filing Audit and Budget Reports	Matt Apken, Merina+Co
9a-12p	Grants - How to Find Them, How to Apply, Best Practices	Bob Irvine, PARC Resources
5p-6:30p	Welcoming Reception	

**FRIDAY, FEBRUARY 9, 2024**

<b>TIME</b>	<b>SESSION TITLE</b>	<b>SPEAKER(S)</b>
7a	5k Fun Run/Walk	
7:30a-830a	<b>BREAKFAST</b>	
8:30a-10a	Opening Session and Keynote Speaker	Betsy Allen-Manning
10:30a-12p	District Elections: The Basics and How to Be Successful	Lydia Plukchi, Oregon Elections Division
	Cybersecurity: How to Take Basic Steps and Use Resources	Cinnamon Albin, State of Oregon + Panel
	Succession Planning for Your Board and Staff	Bob Keefer, SDAO
	Communication - Telling Your District's Story	Mac Clemmens, Streamline
12p-1:30p	<b>LUNCH</b>	
1:30p-3p	Special District Restructuring and Consolidation	Jake Weigler, Praxis
	Fraud Prevention	Rob Moody
	Paid Leave Oregon	Laurie Grenya, HR Answers
	AI Trends and Special Districts	Mac Clemmens, Streamline
3:15p-5p	Caucus Meetings	
5p-6p	Exhibitor Reception	



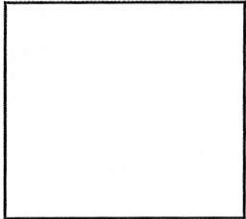
**SATURDAY, FEBRUARY 10, 2024**

<b>TIME</b>	<b>SESSION TITLE</b>	<b>SPEAKER(S)</b>
<b>7a</b>	<b>5k Fun Run/Walk</b>	
<b>7:30a-830a</b>	<b>BREAKFAST</b>	
<b>8:30a-10a</b>	<b>Managing a District with Few or No Employees</b>	<b>MaryKay Dahlgreen, SDAO</b>
	<b>SDAO/SAIF Service Group - Learn about New Requirements and Opportunities</b>	<b>Mike Jacobs, SDAO, Brittany Johnston, SAIF, and Stephanie Eakin, SAIF</b>
	<b>Performance Management/Having Difficult Conversations/ Disciplinary Action</b>	<b>Spencer Rockwell, SDAO</b>
	<b>How to Make the Most of Your SDAO Membership</b>	<b>SDAO Team</b>
<b>10:30a-12p</b>	<b>Public Meetings, Records, and Retention Requirements</b>	<b>Mark Wolf and Emily Guimont, Local Government Law Group</b>
	<b>The Risk Management Process</b>	<b>Niki Fisher, Troy DeYoung, Brad Eastman, Greg Jackson, &amp; Kevin Jones, SDAO</b>
	<b>Sexual Harassment in the Workplace</b>	<b>Teri Dragoo and McKenzie Nix, SDAO</b>
	<b>Running Successful Hybrid Meetings</b>	<b>Deborah Jeffries, HR Answers</b>
<b>12p-1:p</b>	<b>LUNCH</b>	
<b>1p-2:15p</b>	<b>How to Keep You and Your Board Out of Trouble and Out of the Press</b>	<b>George Dunkel, SDAO</b>
	<b>From Idea to Action: Launching Your First Tabletop Exercise</b>	<b>Meghan Howk and Jason Jantzi, SDAO</b>
	<b>Discrimination Case Studies</b>	<b>Ron Downs, SDAO</b>
	<b>Mental Health Resources</b>	<b>TBD</b>
<b>2:30p-3:45p</b>	<b>Legislative General Session</b>	<b>Hasina Wittenberg, Mark Landauer, SDAO and Cole Arreola-Karr, NSDC</b>
<b>4p-5p</b>	<b>Annual Business Meeting</b>	
<b>6p-10p</b>	<b>Awards Banquet &amp; Entertainment</b>	<b>Scott Anderson</b>

**SUNDAY, FEBRUARY 11, 2024**

<b>8a-9a</b>	<b>Breakfast &amp; Raffle Drawing</b>	
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**S | D | A | O** Special Districts  
Association of Oregon



**2024 ANNUAL  
CONFERENCE**



# CROOKED RIVER RANCH FIRE & RESCUE

## Fire Chief's Report December, 2023

- Calls for service in November totaled 47. A breakdown of calls by month is below:

Calls by Incident Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
1-Fire (Building, Wildland, Vehicle, etc.)	1	1	1	0	1	4	5	3	3	0	0		19
2-Overpressure Rupture, Explosion, Overheat (No Fire)	0	0	0	0	0	0	0	0	0	0	0		0
3-Rescue & EMS	48	48	45	40	43	36	50	41	42	45	38		476
4-Hazardous Condition (No Fire)	1	1	0	0	0	0	0	0	0	0	0		2
5-Service Call	4	6	0	5	2	7	5	2	2	6	3		42
6-Good Intent Call	5	3	7	8	5	4	6	7	2	11	6		64
7-False Alarm & False Call	1	0	1	0	0	0	4	0	2	2	0		10
8-Severe Weather & Natural Disaster	0	0	0	0	0	0	0	0	0	0	0		0
9-Special/Other Incident	0	0	0	0	0	0	0	0	0	0	0		0
	60	59	54	53	51	51	70	53	51	64	47	0	
<b>Total Calls-To-Month End 2023</b>													
<b>613</b>													
<i>Total Calls-To-Month End 2022</i>	41	51	50	38	51	45	44	65	54	49	65	60	

- Auto/Mutual Aid Given/Received (year-to-date)

- Auto-Aid Given – 4
- Auto-Aid Received – 3
- Mutual-Aid Given – 24
- Mutual-Aid Received – 15

- Library to dorm conversion update. Cabinets, bed, and desk have been ordered for each room. Expected delivery date is March 2024. Temporary, battery operated, smoke alarms have been installed until fire alarm system upgrade is complete. Captain Delorto is looking at replacement carpet types.
- Fire Alarm System. The quote received from current provider to add smoke alarms to dorms was over \$11,000. Other local fire alarm system providers/monitoring companies have been contacted for quotes to upgrade/replace the current system.
- The Oregon State Fire Marshal (OSFM) sent over the Engine Program Intergovernmental Agreement (IGA). After review by Local Government Law Group, it has been signed and returned to OSFM. The updated drawing sent with the IGA indicates it should have a 1,000 GPM fire pump which is equal to what current 522 has for pump capacity.
- We have received the six VHF mobile radios that are funded by the Volunteer Fire Assistance (VFA) grant through Oregon Department of Forestry. Three have been installed already and the remaining three will be installed soon. This grant allowed us to complete the VHF mobile radio fleet replacement one year ahead of schedule.
- Shop with a Firefighter was a huge success. Nine local children got to go shopping for toys and clothes. They were then treated to a pizza party and a visit by Santa! Captain Delorto did a great job organizing this successful event.
- The Giving Tree & Holiday Food Box program is underway. All the tags have been taken from the tree and gifts are coming in. There will be emails announcing the gift wrapping dates arriving very soon (if not already).
- FireMed statistics for August:
  - Number of renewed memberships: 27
  - Number of non-pard/expired memberships: 4
  - Number of new applications: 0
  - Total FireMed memberships to date: 278

Respectfully submitted,

Sean Hartley  
Fire Chief

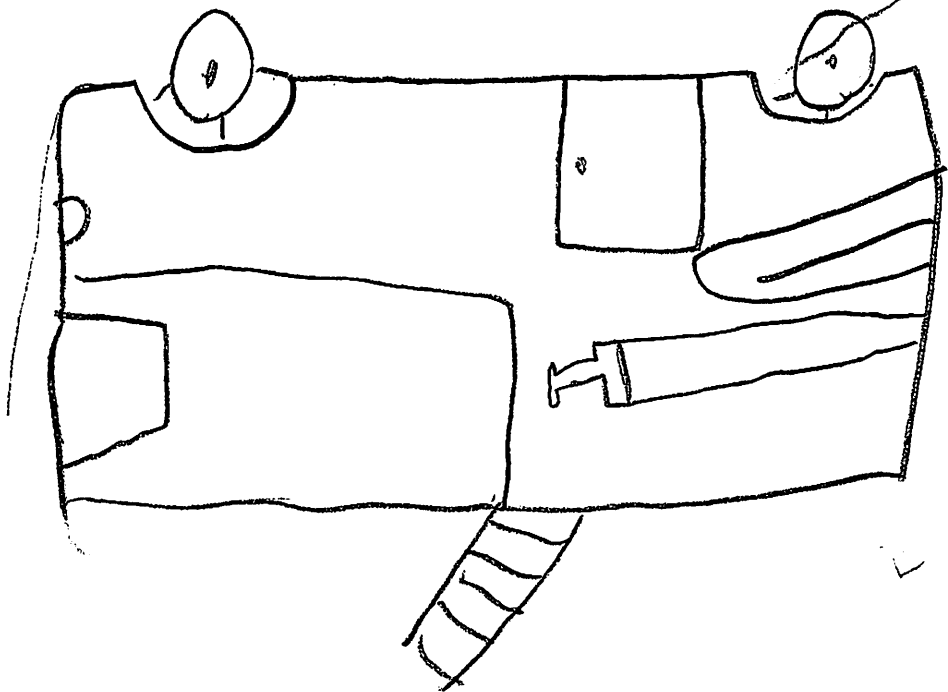
THANK YOU FOR THE GREAT  
I had a great time my favorite  
part was riding in the fire truck  
THANK YOU for you  
several Lauche fronts



Dear CRR Fire Department  
Thank you for the field trip.  
I am pretty sure everyone  
loved it I know I did.  
The fire truck ride was  
awesome. I had a lot of  
fun.

Happy Thanksgiving

From Ava K. Frantz



Dear fire department

We are thankful for the

four