

TANGENT RURAL FIRE PROTECTION DISTRICT
Board of Directors Meeting
Wednesday December 13, 2023 – 7:00 p.m.
AGENDA

- I. **CALL MEETING TO ORDER: President Meyer**

- II. **CITIZEN COMMENTS:**

- III. **APPROVAL OF:**
 - A. **Minutes – Board Meeting – November 8, 2023**
 - B. **Financial Report – November 2023**

- IV. **STANDING REPORTS:**
 - A. **Volunteers Association - Taylor**
 - B. **Fire Chief - Griffin**
 - C. **Acting Assistant Chief - Chapin**
 - D. **Activity Report - Chapin**

- V. **OLD BUSINESS:**
 - A. **Door Access - Griffin**
 - B. **Assistant Chief Promotion – Griffin**
 - C. **USBRI/SAM Registration - Griffin**
 - D. **Consideration of Resolution No. 2023-07 - SCBA's - Griffin**
 - E. **Holiday Dinner - Griffin**

- VI. **NEW BUSINESS:**
 - A. **City of Tangent Time Capsule – Griffin**
 - B. **Consideration of Resolution No. 2023-08 – Appropriating Unanticipated Grant Revenue - WFS Staffing Grant- Griffin**
 - C. **Consideration of Resolution No. 2023-09 - Appropriating Unanticipated Conflag Revenue – Griffin**
 - D. **Surplus of the Old SCBA's - Chapin**
 - Sample motion: Motion to put the old SCBA's into surplus and donating these SCBA's for parts to other fire districts.

- VII. **GOOD OF THE ORDER:**
 - A. **Retirement Celebration – January 9, 2024, 4:00 – 7:00 p.m.**
 - B. **Board Meeting – January 10, 2024, 7:00 p.m.**

VIII. ADJOURNMENT:

Tangent Rural Fire District
Board of Directors Meeting
Minutes for November 8, 2023

Board Members Present:	Chris Meyer, Paul Strombeck, Scott Richards, John Dunn, Bruce Riley
Staff Present:	FC Griffin, ACI AFC Chapin, OA Conrad
Volunteer Association:	President Dan Taylor
Citizens:	Kori Sarrett, CPA – Accuity, LLC
Connected to Teams:	None

I. CALL MEETING TO ORDER: President Meyer

A. Meyer called the meeting to order at 7:01

II. 2022-23 AUDIT PRESENTATION: Kori Sarrett, CPA – Accuity, LLC

A. Kori Sarrett presented the audit report. The findings were no noncompliance, no issues with the minimum standard, no journal entries and no over expenditures with a 1.1 million carry over for the year. Separation of duties with small of an office staff is always a deficiency. Sarrett reminded the Board, it is their responsibility to have oversight of the finances. Our contract with Accuity is through 2026.

III. CITIZEN COMMENTS: None

IV. APPROVAL OF:

A. Minutes – Regular Board Meeting – October 11, 2023

Action: Richards moved to approve the October 11, 2023 minutes as submitted. Dunn seconded the motion. Upon vote, it passed unanimously, (5-0).

B. Financial Report – October 2023

Conrad stated she was unable to complete the full financial report. The issue was with PERS and Conrad’s account with PER being set up incorrectly. This gives the district a credit to the PERS account. She was waiting for a reply from the auditors how to document this. The question was answered tonight with Kori Sarrett being here. Conrad will complete the financials and email them to the Board tomorrow.

Riley inquired what the expected tax revenue would be for the year. Chief Griffin will look into getting an idea from Linn County. Conrad added our budgeted tax revenue funds were calculated at 1.141 million this is 94% of the predicted imposed taxes.

Action: Riley moved to approve the October 2023 financials as submitted. Richards seconded the motion. Upon vote, it passed unanimously, (5-0).

V. STANDING REPORTS:

A. Volunteer Association – Taylor

1. Halloween – New volunteer Amanda Wray pushed to put on a Halloween event. Purchased candy and decorations. Went very well with quite a few children participating.
2. Veterans Day Parade – This Saturday we will take an engine like we do every year.
3. Thursday, November 16 at 6:15 p.m. – Potluck Friendsgiving – Taylor will smoke 3 turkeys and a ham. Volunteer Sal Munoz and Tyler Mockler are organizing the potluck part. Dunn will donate a turkey and bring a few 5-gallon bucket for brining.
4. Football Game Watch Party – Saturday November 18 – Denny Conrad had this idea to have volunteers at the station for game days. Hwy 34 gets backed up and if something happens, we will be ready to go.

B. Fire Chief - Griffin

(The following is the Chief's written report as well as added comments made at the meeting.)

1. Emergency Calls:
 - a) *Mutual aid with Brownsville for a structure fire at the Mennonite Church on Hwy 228.*
 - b) *Great stop of the fire by BFD.*
 - c) *Good transitional attack.*
2. Meetings:
 - a) *Weekly volunteer drills*
 - b) *Safety committee meetings*
 - c) *Staff meetings now on Fridays*
 - d) *Volunteer Association meeting*
 - e) *Linn Fire Defense Board in Jefferson*

- f) *Blood drive*
- g) *Tangent Together*
- h) *Lunch with the Governor*
 - *Mayor of Tangent invited chief to attend*
 - *Talked about communications and how things are progressing*
- i) *OSFMO Rural Fire Protection Task Force*
 - *This ORS was creating in the 50's*
 - *Opportunity to talk the Fire Chief about having property annexed out of districts. At the OFDDA conference spoke with an attorney and was informed of an ORS195 Agreement. Chief will contact the City of Albany and ask about this ORS 95 Agreement with Tangent RFPD.*
- j) *Central Dispatch*
- k) *Monster Security for access control*
 - *Looking into changing our door security.*
 - *Very happy with the video system we have in place*

3. *Correspondence:*

- a) *Insurance*
- b) *LFD – meeting with 301*
 - *Later this week*
- c) *The Miller's*
- d) *Steve Glaser Memorial Donations*
 - *To date received \$575.00*
 - *These funds will go to the purchase of SCBAs*
- e) *Operations/Equipment:*
- f) *E73 paint & body work*
- g) *Training:*
- h) *OFDDA*
- i) *BTL- Chuck*
- j) *Recruit academy ongoing – Chuck*

4. *Other:*

- a) *Trick or Trunk*
- b) *Volunteer Thanksgiving dinner*

C. *ACI Asst. Chief's Report – Chapin (The following is the AC's written report as well as added comments made at the meeting.)*

1. *Meetings Attended:*

- a) *Three Staff Meetings*

- b) *SELMET*
 - c) *Fire Rescue 1 training*
2. Fire Inspections:
- a) *Reinspection of two business. Code research for several business. Met with AmeriGas and had a productive conversation on emergency responses to their facility.*
3. Vehicle Maintenance:
- a) *Last of the wiring has been completed of all engines.*
 - b) *Command Truck has a work around for the radio for now but will be looking into purchasing a new one.*
4. Training:
- a) *Dan, Tyler, Quentyn, John, Eric received their passenger vehicle OPS/Technician extrication certifications.*
 - b) *Tyler, Quentyn, Sal, and Jackie received their HazMat Awareness/Ops certification.*
 - c) *Jackie attended the Managing a Company class in Coos Bay.*
 - d) *Continuing going through training files.*
 - e) *Working with individuals on their training development plans.*
 - f) *The training committee is working on next year's training calendar.*
 - *Some items we will be looking into is doing*
 - *Nozzle Forward training*
 - *Kill the Flash Over*
 - *Art of Reading Smoke*
 - g) *Burn to learn on October 28th.*
 - *It was a great success.*
 - *We had 17 members present and a 3-person engine crew from Lebanon. Had a few work parties to get thing ready for the burn.*
 - h) *Three SOG's were created for incident command.*
 - i) *Philomath and Albany fire both came down and took tours of our training boxes.*
5. Total Personnel Training Hours:
- *Fire Suppression 193 hours*
 - *Other 33 hours*
 - *EMS 34 hours*
 - *Driver/AO 2 hours*
 - *Total hours 262*
6. Safety:

- a) *Building walk through of both Main building and Warren building.*

VI. ACTIVITY REPORT:

Total YTD calls are 369 as of the month of October. This is an increase of 5 from 2022, increase of 33 from 2021, increase of 95 from 2020 and up 16 calls from last month.

Volunteers are responding to calls. Starting a "After Midnight Club". When the volunteers respond to 10 calls after midnight, they will get a sweatshirt with the saying on the back – "Getting out of bed since 1958". The RVs and SRVs are making the late-night calls.

Chief talked with Sheet Metal Solutions if they would be willing to allow their employees to come to our daytime calls. There is a gap in our responses for these calls. They were willing to meet with their employees to see if interested.

VII. OLD BUSINESS:

A. OFDDA – Griffin

1. Social Media-
 - a) *Need to increase the line item for Facebook and Instagram*
 - b) *This would reach the demographics of potential volunteers*
 - c) *Contact - Isaac Hamilton from Clackamas Fire*
2. .gov email address
3. SAM - Grants
 - a) *Still working with Cheryl to insure all of the paperwork is correct.*
4. Seismic Gas Shut Offs
 - a) *NW Natural does not install, only private companies*
5. Volunteers & OSHA
 - a) *What to do if OSHA shows up*
6. Need list of "Entry Firefighters"
7. Dean Aithwaite – Local Pastor
 - a) *Reaching out for his assistance if needed*

OA Conrad presented material from a vendor at the conference for training towers. Fire Facilities Steel Fire Training Towers, owner Steven Harms. At this time at there are two 100 percent grants available for the mobile training structure. Details were given. Chief Griffin added these are very high maintenance and high fuel consumption to operate. DPSST has a something like this, which Griffin likes to use. He would rather another department own it and Tangent could use it. Our burn room is old and shows wear but is good enough.

B. Best Practices (WHA Insurance discount) – Griffin

1. Chapin completed the last check box.

2. All the policies are in place.

VIII. NEW BUSINESS:

A. Assistant Chief Status – Griffin

1. Chapin is doing good job.
2. Vonasek has announce his retirement
 - a) Party January 9, 2024 4:00 -7:00 p.m.
3. Posting position
 - a) Chief Griffin would like to make this a permeant position for Chapin
 - b) Reorganization of the department
 - Accommodate a change in the staff and new division of duties

Riley inquired based on the qualifications of the job description, is there anyone in the department that is also qualified? Adding that if no one in the department qualified, not posting the position is appropriate. For transparency purposes it may be good idea to post it. Chief Griffin replied, he would have to go through the certifications of the volunteers. He will research this with Special Districts and best practices.

Volunteers are happy with the training that Chris Hunt and Chapin are doing. Chief included in that. Heading in the right direction.

B. SCBA Replacement – Chapin

1. Budget is \$120,000 for SCBAs unfortunately inflation has increased the purchase price a lot. With in-depth conversations with the chief, they agreed to wait on the new command truck (budgeted \$65,000) and put the emphasis on the SCBAs. Our current command truck is functional and can wait to be replaced. (side note: the preferred chassis for the truck is not available at this time) These is life safety equipment. Our current equipment is out of date and parts are unavailable. Our masks are out of date and not sealing to people's faces.
2. Options
 - a) Option #1 - \$135,225.80 – Budgeted was \$120,000
 - Gives us status quo. It replaces the equipment we have right now, 17 packs
 - No additional volunteers could be added
 - No spares
 - b) Option #2 - \$173,636.80
 - Replaces what we have now, 17 packs
 - Additional 5 packs, 6 facepieces, and 2 cylinders
 - Allows us to outfit the apparatus

- Allows us to bring in more volunteers (5 new applicants now)

Chapin's recommendation is option #2. The packs are good for 15 years and these G1 packs have a 15-year warranty through MSA. It was clarified our last purchase were for only tanks (cylinders). This would be sufficient for our volunteer and bring on new volunteers in the near future.

Discussion if in the Equipment Reserve is both the SCBAs and the new command truck could be purchased. The conclusion was no. The Board agreed to move forward with purchasing Option 2. Chapin will order the Option package of SCBAs.

Future expenses – air compressor for the SCBAs and the generators. Both are working well but are 27 years old.

IX. GOOD OF THE ORDER

A. Holiday Dinner – Friday December 8, 2023 - 5:30 - 8:00 p.m.

B. Regular Board Meeting – December 13, 2023 - 7:00 p.m.

C. Retirement Party for Cary Vonasek – January 9, 2024 - 4:00 – 7:00 p.m.

Dunn suggested Tangent apply for the District of the Year next year at the OFDDA Conference. It will be in Sun River.

Dunn donated a \$250.00 Cascade Fire gift certificate won at the OFDDA Conference.

At the conference Gates Fire thanked the board for the tender that we donated to them.

X. RECESS OF MEETING:

A. President Meyer moved into Executive Session at 8:15 p.m.

XI. 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.

A. President Meyer returned the meeting into regular session at 9:15 p.m.

XII. OPEN PUBLIC MEETING BUSINESS (if applicable):

A. Brief discussion ensued

Action: Dunn motioned to increase Chief Griffin to step 3 of the salary range based on the merits of his 1-year evaluation to take effect as of November 1, 2023.

Richards seconded the motion. Upon vote, it passed unanimously, (5-0).

XIII. ADJOURNMENT:

- A. President Meyer adjourned the meeting at 9:16 p.m.

Minutes submitted by Denny Conrad.

Office Administrator

APPROVED BY:

Chris Meyer, President - Board of Directors

Date

Tangent Rural Fire Protection District
Balance Sheet by Class
 As of November 30, 2023

	Building Reserve	Equipment Reserve	General Fund	TOTAL
ASSETS				
Current Assets				
Checking/Savings				
LGIP (Local Govt. Investment Pool)	43,064.63	393,643.27	1,337,867.28	1,774,575.18
Petty Cash	0.00	0.00	50.00	50.00
Umpqua Checking Account	0.00	0.00	42,514.39	42,514.39
Total Checking/Savings	43,064.63	393,643.27	1,380,431.67	1,817,139.57
Total Current Assets	43,064.63	393,643.27	1,380,431.67	1,817,139.57
TOTAL ASSETS	43,064.63	393,643.27	1,380,431.67	1,817,139.57
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Credit Cards				
Umpqua Bank Credit Card	0.00	0.00	-2,987.14	-2,987.14
Total Credit Cards	0.00	0.00	-2,987.14	-2,987.14
Other Current Liabilities				
Health Insurance Liability	0.00	0.00	1,385.18	1,385.18
Payroll Liabilities	0.00	0.00	38.88	38.88
Total Other Current Liabilities	0.00	0.00	1,424.06	1,424.06
Total Current Liabilities	0.00	0.00	-1,563.08	-1,563.08
Total Liabilities	0.00	0.00	-1,563.08	-1,563.08
Equity				
General Fund Balance	0.00	0.00	-2,929.14	-2,929.14
Net Income	43,064.63	393,643.27	1,384,923.89	1,821,631.79
Total Equity	43,064.63	393,643.27	1,381,994.75	1,818,702.65
TOTAL LIABILITIES & EQUITY	43,064.63	393,643.27	1,380,431.67	1,817,139.57

Tangent Rural Fire Protection District
BR - Profit & Loss Budget vs. Actual
July through November 2023

	TOTAL											42%			
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Jul - Nov 23	Budget	\$ Over Budget	% of Budget						
Ordinary Income/Expense															
Income															
1001 - Cash Carryover	42,396.51	0.00	0.00	0.00	0.00	42,396.51	42,000.00	396.51	100.94%						
1006 - Interest	150.13	165.53	168.27	184.19	0.00	668.12	500.00	168.12	133.62%						
1060 - Transfers In - Building Reserve	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	-30,000.00	0.0%						
Total Income	42,546.64	165.53	168.27	184.19	0.00	43,064.63	72,500.00	-29,435.37	59.4%						
Gross Profit	42,546.64	165.53	168.27	184.19	0.00	43,064.63	72,500.00	-29,435.37	59.4%						
Net Ordinary Income	42,546.64	165.53	168.27	184.19	0.00	43,064.63	72,500.00	-29,435.37	59.4%						
Net Income	42,546.64	165.53	168.27	184.19	0.00	43,064.63	72,500.00	-29,435.37	59.4%						

Tangent Rural Fire Protection District
 ER - Profit & Loss Budget vs. Actual
 July through November 2023

	July through November 2023										TOTAL		
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Jul - Nov 23	Budget	\$ Over Budget	% of Budget				
Income													
1001 - Cash Carryover	386,202.43	0.00	0.00	0.00	0.00	386,202.43	385,000.00	1,202.43	100.31%				
1006 - Interest	1,367.48	1,507.80	1,532.84	1,677.80	1,354.92	7,440.84	5,000.00	2,440.84	148.82%				
1050 - Transfers In - Equipment Fund	0.00	0.00	0.00	0.00	0.00	0.00	95,000.00	-95,000.00	0.0%				
Total Income	387,569.91	1,507.80	1,532.84	1,677.80	1,354.92	393,643.27	485,000.00	-91,356.73	81.16%				

Tangent Rural Fire Protection District
GF - Profit & Loss Budget vs. Actual
July through November 2023

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Jul - Nov 23	TOTAL		42%
							Budget	\$ Over Budget	% of Budget
Income									
1001 · Cash Carryover	1,131,411.36	0.00	0.00	0.00	0.00	1,131,411.36	900,000.00	231,411.36	125.71%
1002 · Fire District Current Tax (Linn County)	0.00	0.00	0.00	0.00	603,479.91	603,479.91	1,141,000.00	-537,520.09	52.89%
1003 · Fire Dist Previously Levied Tax	0.00	3,793.62	2,092.24	2,684.93	2,627.88	11,198.67	10,000.00	1,198.67	111.99%
1005 · Insurance Dividends	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00	0.0%
1006 · Interest	3,790.97	3,838.52	3,566.06	3,512.33	4,899.67	19,607.55	5,000.00	14,607.55	392.15%
1007 · Miscellaneous Income	25.00	527.50	52.50	0.00	45.00	650.00	500.00	150.00	130.0%
1008 · Donations (Donation to Department)	0.00	0.00	0.00	225.00	550.00	775.00	200.00	575.00	387.5%
1009 · Out of District Billing	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
1012 · Unprofit/Conflagration	0.00	0.00	0.00	0.00	19,570.16	19,570.16	30,000.00	-10,429.84	65.23%
1013 · Intergovernmental Agreement (Contract with local Fire Districts for providing personal)	7,754.30	3,966.93	4,183.79	3,966.94	3,966.94	23,838.90	46,490.00	-22,651.10	51.28%
Total Income	1,142,981.63	12,126.57	9,894.59	10,389.20	635,139.56	1,810,531.55	2,135,190.00	-324,658.45	84.8%
Expense									
2000 · Personnel Services									
2001 · Administrative Wages									
2002 · Fire Chief	8,143.92	8,388.00	8,388.25	8,388.25	8,388.25	41,696.67	100,659.00	-58,962.33	41.42%
2003 · Assistant Chief	1,210.97	4,977.23	7,187.67	9,010.17	9,422.67	31,808.71	84,149.00	-52,340.29	37.8%
2003A · Staff Battalion Chief	5,700.17	6,132.42	6,132.53	7,151.65	6,642.08	31,758.85	68,402.00	-36,643.15	46.43%
2003B · Fire & Life Safety Inspector	4,856.40	4,360.00	5,342.21	4,632.50	4,632.50	23,823.61	56,680.00	-32,856.39	42.03%
2004 · Office Admin	4,496.47	2,892.65	2,821.93	3,507.96	3,663.56	17,382.57	33,670.00	-16,287.43	51.63%
2005 · Board Stipends	0.00	50.00	600.00	0.00	718.88	1,368.88	6,000.00	-4,631.12	22.82%
2006 · Payroll Expenses	46.05	17.50	-2,580.44	14.00	10.50	-2,492.39	900.00	-3,392.39	-276.93%
Total 2001 · Administrative Wages	24,453.98	26,817.80	27,892.15	32,704.53	33,478.44	145,346.90	350,460.00	-205,113.10	41.47%
2010 · Uniform/Clothing Allowance									
2011 · Fire Chief	423.00	35.03	0.00	37.97	107.82	603.82	1,000.00	-396.18	60.38%
2012 · Assistant Chief	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
2013 · Battalion Chief	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
2014 · Office Administrator	0.00	0.00	0.00	0.00	0.00	0.00	200.00	-200.00	0.0%
2015 · Board of Directors	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
2016 · Staff	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
Total 2010 · Uniform/Clothing Allowance	423.00	35.03	0.00	37.97	107.82	603.82	5,200.00	-4,596.18	11.61%
2020 · Health Insurance/Shots									
2023 · Volunteer Life Insurance	0.00	798.50	461.45	25.30	169.20	1,454.45	5,500.00	-4,045.55	26.45%
2024 · Staff Health Insurance	7,054.02	7,054.02	7,054.02	7,054.02	7,054.02	35,270.10	84,655.00	-49,384.90	41.66%
2025 · MERP/VEBA	0.00	2,093.37	0.00	2,085.00	0.00	4,178.37	21,510.00	-17,331.63	19.43%
Total 2020 · Health Insurance/Shots	7,054.02	9,945.89	7,515.47	9,164.32	7,223.22	40,902.92	111,665.00	-70,762.08	36.63%

Tangent Rural Fire Protection District
GF - Profit & Loss Budget vs. Actual
July through November 2023

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Jul - Nov 23	Budget	\$ Over Budget	% of Budget
2030 · Part-time/DO Compensation									42%
2031 · Duty Officer	700.00	50.00	0.00	650.00	550.00	1,950.00	12,000.00	-10,050.00	16.25%
2032 · Part-time Employees	9,704.50	9,817.13	7,560.38	0.00	0.00	27,082.01	7,000.00	20,082.01	386.89%
Total 2030 · Part-time/DO Compensation	10,404.50	9,867.13	7,560.38	650.00	550.00	29,032.01	19,000.00	10,032.01	152.8%
2035 · Volunteer Compensation	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	-10,000.00	0.0%
2040 · Retirement - PERS									
2040a · Regular PERS Payroll	10,434.89	8,975.99	12,083.57	11,352.72	11,333.20	54,180.37	118,000.00	-63,819.63	45.92%
Total 2040 · Retirement - PERS	10,434.89	8,975.99	12,083.57	11,352.72	11,333.20	54,180.37	118,000.00	-63,819.63	45.92%
2041 · Social Security/Medicare	2,675.13	2,797.04	2,859.41	2,546.34	2,543.17	13,421.09	35,000.00	-21,578.91	38.35%
2042 · Student Scholarships & Stipends									
2042a · Scholarship	0.00	0.00	0.00	2,625.00	0.00	2,625.00	15,750.00	-13,125.00	16.67%
2042b · Stipends	0.00	0.00	0.00	1,375.00	0.00	1,375.00	8,250.00	-6,875.00	16.67%
Total 2042 · Student Scholarships & Stipends	0.00	0.00	0.00	4,000.00	0.00	4,000.00	24,000.00	-20,000.00	16.67%
2043 · Unemployment	278.98	253.56	230.98	99.86	99.22	962.60	4,000.00	-3,037.40	24.07%
2045 · Workers Comp	14.29	13.05	-1,491.43	-3.11	7.98	-1,459.22	15,000.00	-16,459.22	-9.73%
2050 · Unprotected/Conflagration Expen	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	-30,000.00	0.0%
2000 · Personnel Services - Other	0.00	0.00	0.00	-29.14	0.00	-29.14			
Total 2000 · Personnel Services	55,738.79	58,705.49	56,650.53	60,523.49	55,343.05	286,961.35	722,325.00	-435,363.65	39.73%
3000 · Materials & Services									
3001 · Communications Contract									
3002 · 911 Contract	0.00	0.00	0.00	0.00	0.00	0.00	36,350.00	-36,350.00	0.0%
3005 · Active 911	0.00	0.00	600.00	0.00	0.00	600.00	700.00	-100.00	85.71%
3007 · Incident View	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
Total 3001 · Communications Contract	0.00	0.00	600.00	0.00	0.00	600.00	39,550.00	-38,950.00	1.52%
3010 · Bonds And Insurance	0.00	0.00	0.00	0.00	0.00	0.00	27,500.00	-27,500.00	0.0%
3015 · Dues & Conferences									
3016 · Conferences	0.00	0.00	0.00	1,642.35	1,127.76	2,770.11	20,000.00	-17,229.89	13.85%
3017 · Memberships	0.00	160.00	0.00	0.00	0.00	160.00	4,000.00	-3,840.00	4.0%
3019 · Subscriptions	0.00	139.95	418.04	799.00	172.00	1,528.99	1,200.00	328.99	127.42%
Total 3015 · Dues & Conferences	0.00	299.95	418.04	2,441.35	1,299.76	4,459.10	25,200.00	-20,740.90	17.7%
3030 · Training									
3031 · Training Education									
3031a · Classes	3,559.00	274.94	50.90	3,081.51	0.00	6,966.35	19,800.00	-12,833.65	35.18%
3031b · Officer Development	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
3031c · Contract Instructors	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	-3,000.00	0.0%
3031e · Certifications & Re-Certs	0.00	0.00	12.50	29.00	0.00	41.50	1,500.00	-1,458.50	2.77%
3031f · Web Maintenance	0.00	1,512.00	0.00	0.00	0.00	1,512.00	3,000.00	-1,488.00	50.4%
3031g · Professional Education	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	-3,500.00	0.0%
Total 3031 · Training Education	3,559.00	1,786.94	63.40	3,110.51	0.00	8,519.85	32,800.00	-24,280.15	25.98%

Tangent Rural Fire Protection District
GF - Profit & Loss Budget vs. Actual
July through November 2023

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Jul - Nov 23	Budget	\$ Over Budget	% of Budget
3032 · Training Materials	0.00	871.45	16.22	0.00	0.00	887.67	5,000.00	-4,112.33	17.75%
3033 · Training Complex Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
Total 3030 · Training	3,559.00	2,658.39	79.62	3,110.51	0.00	9,407.52	42,800.00	-33,392.48	21.98%
3035 · Fire Preven/Public Education	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
3036 · Fire Safety Promotional	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
3037 · Fire Prevention/PubEd	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
3038 · Pre-Fire Planning	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	-4,000.00	0.0%
Total 3035 · Fire Preven/Public Education	0.00	0.00	0.00	0.00	0.00	0.00	3,250.00	-3,250.00	0.0%
3040 · Elections & Budget	0.00	0.00	0.00	0.00	0.00	0.00			
3041 · Utilities	0.00	1,518.72	691.29	585.44	709.11	3,504.56	11,500.00	-7,995.44	30.47%
3042 · Electricity	142.46	142.46	142.46	142.46	168.31	738.15	3,000.00	-2,261.85	24.61%
3043 · Natural Gas/Heating	246.25	126.25	126.25	0.00	252.50	751.25	1,600.00	-848.75	46.95%
3044 · Sewer & Garbage	0.00	365.78	188.89	188.89	176.89	920.45	2,500.00	-1,579.55	36.82%
3045 · Cable TV	42.67	642.57	42.75	642.98	343.03	1,714.00	4,500.00	-2,786.00	38.09%
3046 · Telephone & Internet	431.38	2,795.78	1,191.64	1,559.77	1,649.84	7,628.41	23,100.00	-15,471.59	33.02%
Total 3041 · Utilities	0.00	189.00	189.00	189.00	189.00	756.00	3,000.00	-2,244.00	25.2%
3050 · Equipment Lease	1,175.29	13,688.05	1,723.98	2,486.37	1,121.34	20,195.03	33,410.00	-13,214.97	60.45%
3055 · Station & Office Maintenance	822.91	1,544.03	7,351.26	4,545.72	2,423.50	16,687.42	50,000.00	-33,312.58	33.38%
3070 · Apparatus Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	4,200.00	-4,200.00	0.0%
3071 · PMS Checks/Apparatus Repair	0.00	2,730.00	319.27	-195.66	1,159.50	4,013.11	9,000.00	-4,986.89	44.59%
3072 · Compliance Testing	330.96	0.00	0.00	0.00	0.00	330.96	6,000.00	-5,669.04	5.52%
3073 · Equipment Maintenance	0.00	147.09	29.48	84.98	0.00	261.55			
3074 · Tires	1,153.87	4,421.12	7,700.01	4,435.04	3,583.00	21,293.04	69,200.00	-47,906.96	30.77%
3070 · Apparatus Maintenance - Other	274.48	1,647.96	1,954.22	1,192.10	1,763.79	6,832.55	20,000.00	-13,167.45	34.16%
Total 3070 · Apparatus Maintenance	2,950.00	4,319.00	2,574.00	914.00	297.00	11,054.00	21,700.00	-10,646.00	50.94%
3080 · Fuel & Oil	0.00	682.80	72.98	1,163.68	1,121.02	3,040.48	11,500.00	-8,459.52	26.44%
3085 · Professional Services	0.00	0.00	225.05	52.32	0.00	277.37	1,500.00	-1,222.63	18.49%
3095 · Promotional	454.00	42.21	64.99	342.12	0.00	903.32	2,000.00	-1,096.68	45.17%
3100 · Department Supplies	126.01	827.31	191.56	741.30	180.45	2,066.63	7,000.00	-4,933.37	29.52%
3101 · Shop Supply	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00	0.0%
3102 · Janitorial Supplies	580.01	869.52	481.60	1,135.74	180.45	3,247.32	12,000.00	-8,752.68	27.06%
3103 · Office Supplies	704.47	157.08	305.34	0.00	297.60	1,464.49	7,500.00	-6,035.51	19.53%
3104 · Batteries	0.00	0.00	295.61	3,191.80	0.00	3,487.41	4,000.00	-512.59	87.19%
Total 3100 · Department Supplies	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
3110 · Medical Supply	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
3115 · Suppression Supplies	0.00	0.00	0.00	0.00	0.00	0.00	35,000.00	-24,076.01	31.21%
3116 · Rehab Supplies	285.00	2,233.44	665.32	6,465.23	1,275.00	10,923.99	35,000.00	-24,076.01	31.21%
3117 · Disaster Mgmt. Supplies	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
3130 · Volunteer Expenses	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
3140 · Addressing System	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%

Tangent Rural Fire Protection District
GF - Profit & Loss Budget vs. Actual
July through November 2023

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Jul - Nov 23	TOTAL		42%
							Budget	\$ Over Budget	
Total 3000 · Materials & Services	11,113.50	33,962.09	18,251.36	28,284.59	12,777.80	104,389.34	384,710.00	-280,320.66	27.14%
4000 · Capital Outlay									
4001 · Building, Grounds & Additions	0.00	0.00	2,550.00	0.00	1,771.59	4,321.59	55,000.00	-50,678.41	7.86%
4010 · New Equipment									
4011 · Personal Protective Clothing	774.00	1,702.00	930.61	3,445.65	7,752.71	14,604.97	44,000.00	-29,395.03	33.19%
4012 · Small Equipment Replacement	0.00	0.00	7.49	249.00	0.00	256.49	500.00	-243.51	51.3%
4013 · Rescue	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
4014 · Fire Hose	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
4015 · Miscellaneous Equipment	0.00	0.00	11,000.94	0.00	0.00	11,000.94	24,000.00	-12,999.06	45.84%
4016 · Medical Equipment	0.00	0.00	0.00	0.00	0.00	0.00	11,000.00	-11,000.00	0.0%
4017 · Personal Protective Equipment	0.00	0.00	0.00	0.00	0.00	0.00	120,000.00	-120,000.00	0.0%
4018 · Wildland PPE & Tools	0.00	0.00	0.00	4,072.98	0.00	4,072.98	10,300.00	-6,227.02	39.54%
Total 4010 · New Equipment	774.00	1,702.00	11,939.04	7,767.63	7,752.71	29,935.38	212,800.00	-182,864.62	14.07%
4030 · Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	-3,500.00	0.0%
4035 · Building Equipment	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
4045 · Wellness & Fitness	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
Total 4000 · Capital Outlay	774.00	1,702.00	14,489.04	7,767.63	9,524.30	34,256.97	275,800.00	-241,543.03	12.42%
5000 · Bldg. Reserve Fund Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	-30,000.00	0.0%
5010 · Equip Reserve Fund Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	95,000.00	-95,000.00	0.0%
5020 · Contingency	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	-100,000.00	0.0%
7000 · Unappropriated Ending Fund Bal	0.00	0.00	0.00	0.00	0.00	0.00	527,355.00	-527,355.00	0.0%
Total Expense	67,626.29	94,369.58	89,390.93	96,575.71	77,645.15	425,607.66	2,135,190.00	-1,709,582.34	19.93%

TRFPD
Fire Chief
Board of Directors Report

Date: 12-05-2023

From: Chris Griffin

Emergency Calls:

Flue fires, MVCs and Medical responses.

Meetings:

Weekly drills, Safety Committee, Officer's Meeting and TRFPD Board Meeting. Staff Meetings are now on Friday mornings. 09/11 Remembrance Committee. Rich Stenhouse from 1-800-BoardUp.

Correspondence:

ORS 195 agreement, concerning annexations. I have spoken to both Linn County and City of Albany Planning Depts. More to follow on this issue. I am currently working with Johnathan Balkema at the City.

Operations/Equipment:

- E-73 & B71 body work completed.
- Stair project final inspection has been signed off. Upstairs window is on order.
- Electrical projects are completed. Ventilation fan in the apparatus bay restroom is left.
- New guard for station compressor.
- Overhead doors serviced.
- Working on Safety Committee recommendations.

Training:

Attended the DPSST Director's Round Table discussion.

Other:

Rural Fire Protection Review Task Force at OSFM, (HB2522).

City of Tangent Time Capsule.

Smoked Turkey & Ham Holiday Meal – Thanks Dan!!

Acting ASST. Chief's Report

December 2023

Meetings Attended:

- Staff Meetings
- SELMET
- 2 meetings with City of Tangent

Fire Inspections- Code research for Selmet on sprinklers and ventilation systems. Six reinspection were completed. Licensing inspection completed for Central Valley School. Working on site plan reviews for the Willow group, Linn West, Overhead Door, and Performance Systems Integration.

Equipment- E-72 had some leaking valves/gaskets and piping replaced. E-71 had its PM completed and foam system repaired. SCBA's have been spec out and ordered. Some parts have started to show up. 7 people have been measured for either full sets of turnout or partial sets.

Training- Jackie and Eric has received their hazmat certifications. Quentyn received his Driver certification. Worked on getting ESO up and operational. Provided a night of training on the program. Two RV's have taken the extra time to learn more of the system and offered one-on-one training for any volunteers who wants the additional training.

Total Personnel Training Hours:

- Fire Suppression 224 hours (includes fire academy)
- EMS 34 hours
- Driver/AO 42 hours

○ **Total hours 300**