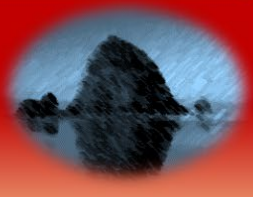




# Cannon Beach

## Rural Fire Protection District

188 SUNSET BLVD · PO BOX 24 · CANNON BEACH OR 97110  
 (503) 436-2949 · EMERGENCY: 9-1-1 · [WWW.CBFIRE.COM](http://WWW.CBFIRE.COM) · [INFO@CBFIRE.COM](mailto:INFO@CBFIRE.COM)



## MEETING AGENDA February 14, 2022

(2<sup>nd</sup> Monday of every month)

1800hrs (6pm)

**Due to COVID, public will only be allowed Via Zoom**

\*Board may go into Executive Session per ORS 192.660 as needed\*

- Call to Order
- Roll call
- Changes to Agenda
- Public Comment
- Approval of December Board Meeting Minutes & January 24<sup>th</sup> work session minutes
- Treasurer's Report
- Bills
- Correspondence
- Monthly review of board policies
- Old Business
  - Volunteer housing
  - COWS
  - Dispatch Issues
  - Strategic plan update
    - Volunteer program
    - Levels of service
    - Apparatus replacement plan
    - Financial Planning
  - Update on engine
  - Chief Review
    - Executive session per ORS 192.660
- New Business
- Reports
  - Chief's Report
  - Division Chief report
  - Board of Directors
    - Cerelli
    - Herman
    - Gardner
    - Bell
    - Heymann
- Good of the Order/Public Comment
- Adjourn---
- Next Board Meeting, March 14, 2022

### Zoom information

<https://zoom.us/j/96909730187>

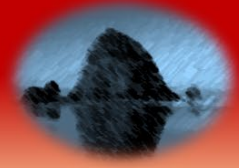
**Meeting ID:** 969 0973 0187

+1 253 215 8782 US (Tacoma)



# Cannon Beach Fire & Rescue

188 SUNSET BLVD · CANNON BEACH OR 97110  
(503) 436-2949 · EMERGENCY DIAL 9-1-1



## Agenda Action Report Board Meeting February 14, 2022

### Correspondence

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🔥 None

### Review of board policies

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🔥 Consolidation underway. None at this time.

### Old Business

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🔥 Volunteer Housing: Nothing new to report.

🔥 COWS

- Met with Whelan Engineering on 2/3. Visited all siren sites with Rick Hudson from the City of Cannon Beach. Waiting on written report from Whelan.

🔥 On-going dispatch issues

- Battery backup installed at Tolvanna, 8 hours of standby power.
- Sheriff will be leading the charge on the consolidation, will be working closely so support.

🔥 Strategic Planning

- Volunteer program
  - See presentation
- Levels of service
- Apparatus replacement plan
  - See presentation
- Financial Planning
  - See documents

🔥 Engine update

- The 1995 engine is gone
- The 2001 from Clackamas is here
  - Will take month to put in service

🔥 Chief Review

- Please fill out forms and turn into Deb

### New Business

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# Cannon Beach

## Rural Fire Protection District

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## BOARD MEETING MINUTES – JANUARY 10, 2022

### General:

<b>Date:</b>	<b>January 10, 2022</b>
<b>Time:</b>	18:01 hours (6:01 pm)
<b>Location:</b>	Cannon Beach Fire Station Board Room
<b>Brought to Order Time:</b>	18:01 (6:01 pm)
<b>Adjourned Time:</b>	20:16 (8:16 pm)

### Attendees:

<input checked="" type="checkbox"/> Bob Cerelli (President) Zoom	<input checked="" type="checkbox"/> Greg Bell (VP) Zoom	<input checked="" type="checkbox"/> Rick Gardner (Treasurer)
<input checked="" type="checkbox"/> Jason Smith (DC) Zoom	<input checked="" type="checkbox"/> Dave Herman (Member)	<input checked="" type="checkbox"/> Marc Reckmann (Fire Chief)
<input checked="" type="checkbox"/> Deb DiStasio (Minutes)	<input checked="" type="checkbox"/> Bob Heymann, Zoom	<input checked="" type="checkbox"/> Bill Cotes (CPA) Zoom
<input checked="" type="checkbox"/> Rick Hudson (City of CB)	<input checked="" type="checkbox"/> Mark Mekenas, Zoom	<input type="checkbox"/> Nicole Bales, Zoom

### Call to Order:

The Cannon Beach RFPD Board meeting for January 10, 2022 was called to order at 18:01 hours (6:01 pm) by Board Vice President, Greg Bell.

### Roll Call:

Board Members present were: Bob Cerelli (Zoom), Dave Herman, Greg Bell, Bob Heymann and Rick Gardner.

Other attendees were: Marc Reckmann (Fire Chief, CBFD), Deb DiStasio (Admin Assistant, CBFD), Jason Smith (Division Chief, CBFD), Rick Hudson, Mark Mekenas, and Bill Cote (CPA).

### Changes to Agenda:

Chief requested two topics be added under new business: Oath of Office with Bob Heymann and 1995 Engine Surplus.

### Oath of Office:

Bob Heymann read the oath of office for Board of Director.

### Presentations:

None provided.

### Public Comment:

Garry Smith was due to present but unaware of date. Has asked for another time.

### December 13, 2021 Board Meeting Minutes Approval:

Gardner requested change on page 3 to remove sentence where he was to set up conference call, as he was not to do this. **Gardner** moved to approve the minutes with the change. It was seconded by **Heymann**. All were in favor, none opposed, motion carried.

### Treasurer's Report:

The Treasurer's Report was read as written by Bill Cote. Highlights are summarized below.

- a. **Statement of Net Position (Balance Sheet).** Read by Bill Cote as written and presented.
- b. **General fund:** Read as written and presented. Cote indicated we are halfway through the fiscal year so we should be around 50% of budget. Chief responded to Bell's question on whether we are operationally and equipment-wise on target, by answering yes. Heymann asked if we spend linearly, which Chief responded No. Gardner asked if we've billed conflag. Chief yes and that we received \$43K check yesterday and we have one more check that we'll receive.
- c. **Fire Chief fund:** Read as written and presented. Cote reminded board we want to make sure we use the entire Chief budget of \$31K. Greg asked chief if he has a plan, chief indicated yes.
- d. **Cash per Fund:** Read as written and presented. No questions.

### Bills:

The bills register was reviewed. Chief indicated he had a discussion with SDAO, and Treasurer report and bills do not have to be approved by Board, and therefore no motions.

### Correspondence:

Nothing to present.

### Monthly review of board policies:

Nothing for this month.

### Old Business:

- **Volunteer Housing.** Nothing to report.
- **Change Banks** – Chief indicated after speaking to SDAO, there is no problem with him being a signatory on checks and it is a good practice. Gardner indicated that he is meeting with TLC next week about discrepancy over who has authority to do what in person and with e-banking. Currently, Gardner is the only one with administration access. Chief informed Board with the signed minutes, we will be able to apply for Credit Cards. Gardner to setup Bob Heymann on e-read-only-access.
- **Financial Planning – discussion.** Chief went through the Financial Framework document DiStasio prepared for Board to summarize when levies end, etc. Chief spoke to County and unless someone comes forward with another legal challenge, the food tax will go forward, and collection will begin for the City in July. We should then receive monies mid-November.  
SAFER grant pays for 2/3 of Recruit and Retention Coordinator functions through December 2022, and the District pays 1/3 for operational activities. The plan is to

fully fund position in January 2023 and reposition it as a Day Shift Lieutenant. In Fiscal Year 24/25, discussion was given to combining the levies. Herman asked what happens when the bond ends, and whether it would go towards Apparatus replacement. Chief indicated our ultimate goal is to have a fulltime schedule of 3 FTE's to staff station 24/7. Bell asked if these will be paramedics. Chief indicated there are 53 stations trying to hire paramedics. Realistically, we would welcome advanced EMT in the hopes of getting Paramedics. Chief answered Bell's question indicating we would probably not pay to send FTEs to a 2-year school for paramedicine. Answering the question whether we are recruiting now, Chief responded we will not be recruiting until we have the actual monies in fund. Bell asked if we'll have enough to hire Fire Marshal. Cerelli asked about sharing Fire Marshal. Chief will be looking into this more and open to doing this. Herman asked with a Fire Marshal, would that mean there would be a 5<sup>th</sup> Duty Officer. Chief indicated probably not, but we would always have an officer onsite. Brian Smith takes one weekend a month, Shaunna takes one weekend a month. Chief and Division Chief share the remaining Duty. Bell asked if we have any liability requirements to have a Duty Officer on at all times. Chief responded No.

- **Community-based Strategic Plan.** Gardner asked who Chief saw facilitating the Community, where Chief indicated one of the Board members or him. Heymann asked Chief if he was taking an organic approach to the interest and thought it would be a good idea to figure out the direction we're going first before involving anybody. Understand what direction and topics that are the most pertinent to public involvement and before soliciting input or involvement. Ideas from Board members included topics such as affordable housing, a long-term financial plan, how do we need to raise money, what services should we provide. If we can't come up with some solutions, we certainly will need community involvement. We need to spend time on direction and our goals. Heymann asked if we have data on coastal resort towns, which Chief indicated we do. He explained we have a lot of data and used to assemble comparison but have not used California or Washington state due to their tax structure/resources being handled differently. A work session was suggested to go through goals, timelines, action items, and direction. Members agreed on 6 pm, January 24.
- **COWS.** Chief indicated he's working with Whelan and Rick Hudson to fully understand and capture capabilities and weaknesses. Heymann asked what was being evaluated and asked if it was a financial issue, technology issue or both. All agree that the liability and ownership should not be on the District, unless City owns system for City and perhaps District owns Falcon Cove and Arch Cape. All depends on costs. Would rather have a County-wide system. Chief responded it's more about the state of the technology. Heymann commented it is important to gather enough information first so we can have a proper informed discussion around system with others. All agreed. Chief asked Cerelli what he thought the wishes of Falcon Cove and Arch Cape to have a system. Cerelli indicated that they'd like a warning system to continue. Bell asked Cerelli about conversation with Commissioner Leigh Ann Thompson. Cerelli explained she thought it should reside with the County Emergency Management Program, but she did not have an answer to make that happen.

Rick Hudson added we're going about this correctly in that we are gathering as much information as possible, being thorough, talking to all stakeholders. Believes this should be linked to a central dispatch versus relying on one person to push a

button. Chief will be meeting tomorrow with city council and this will be one of the topics.

Herman asked if funding was not an issue, would we still want to manage system? Board agreed Fire District should not manage it forever. Heymann commented it's comforting to have it, important that it's trusted and responds appropriately. Also believes education will be a part of re-introducing any new system.

- **Budget Process.** We've advertised the 3 positions. Chief emailed the 3 leaving and asked if they would be interested in staying on but haven't heard back. Have received calls with some interest.
- **Revision of Ordinance 21-01, billing for services for State Parks.** Chief provided instruction that the entire ordinance does not have to be read aloud-- just the title and the amended parts. Bell read title and amended areas, asked for any questions and a motion to approve. **Gardner** motioned to approve, seconded by **Herman**, all were in favor, none opposed. Motion carried. Document will require Bell's and Gardner's signature.
- **Dispatch Issues.** An extensive conversation was given to understanding the Dispatch Issues, the summary of which is described as follows:

**Background:** The Astoria Police and Seaside Police owned and operated their own dispatch centers. Cannon Beach, Gearhart, and Hamlet police and fire received dispatches from Seaside center located at Seaside Police Department. The Astoria Dispatch center temporarily closed, and all new emergencies are dispatched through Seaside Police Center who went from dispatching 6 agencies to 16 agencies, which creates a significant resource and response issue. Feedback from Firefighters indicate hard-to-hear communications and consistent communications. Following standard practices for sentence structure and location of information within the communication, would go a long way to predictable information that's easy to retain. Further, while CB Fire receives tones, most of the call detail is dispatched to Medix, which puts Fire at a disadvantage to respond properly. CBFire currently pays the City of Seaside PD once a year for 911 Dispatch Services, and CB PD ultimately pays Seaside.

A repeater is an automatic radio-relay station, usually located on a mountain top, tall building, or radio tower. It allows communication between two or more bases, mobile or portable stations that are unable to communicate directly with each other due to distance or obstructions. In Clatsop County, there are 8 repeaters used for 911 Emergency Dispatch. The current radio system is on "Simulcast" which means all repeaters talk at the same time to each other and the end users. This creates a web of communication, covering an area but doesn't completely eliminate dead spots. Dead spots in South County include: a) North end of Seaside / South end of Gearhart, b) Cannon Beach Hill to Shuler's Surf Shop, and c) US26/101 junction to about mile post 5 on US26. Prior to 2020, a repeater was functional on Tillamook Head which is no longer functional. Repeaters were placed at Tolovana and Seaside High School. It was decided by Seaside Dispatch that Tillamook Head was still needed to help eliminate dead spots and need new equipment, but no further communication has been provided from Seaside



other than equipment has been ordered. The only way to communicate to dispatch in the dead spots is through the use of mobile truck radios versus portable radios. Having to be near the apparatus to communicate, makes it particularly difficult administering medical aid if individual(s) are not in close proximity to apparatus. Any delay in emergency communication, can place individual outcomes at risks.

Radio channels are referred to as “colors”. Generally, orange is used as a County Dispatch Channel and units such as fire and police typically use a “working” channel. In Clatsop County, orange is now being referred to as “Megler” channel. Megler channel is repeated County-wide, so all cities can use it. Seaside Dispatch uses “Green” channel to communicate. Green is also the working channel for South County Fire units. Green was not designed to be used as a dispatch channel. “Working” channels are sometimes referred to as “tac” channels for tactical. North County are automatically directed to a working channel to continue further communication with dispatch, which is customary and best practices. South County is not directed, automatically, to a separate working channel, which can cause bottleneck, miscommunication, and confusion through excessive communication traffic.

When Dispatch receives an emergency call, it sends tones to pagers. Each fire department has a different pager tone to alert the listener. Firefighters know to respond to their specific tone. If a pager is set on “alert” status, the firefighter receives only their specific tone.

Seaside Dispatch has not contracted with Day Wireless to maintain the system, and only contacts them when it is broke. Humbug Repeater location was compromised by rats eating wires. Day Wireless has fixed this, but without a county-wide contract it represents risk.

Cannon Beach is relying solely on Tolovana repeater being operational to receive tones and communication. When it has no power, pagers receive no tones and communication is not possible with dispatch. Tillamook Head repeater being operational will help have a backup communication. By taking Tillamook Head out, it made a whole in the web of communication. Tolovana repeater has a rack of radios supplying 4 radio channels: 1) Green; 2) Megler; 3) Seaside PD, and 4) County Law.

**Current situation:** There is a battery backup at Tolovana repeater that will last approximately 45 minutes when the power goes out. Matt Verley has ordered the part to replace with a larger battery, which should last approximately 8 hours on standby and 4 hours on full usage. This will alleviate CBFire having to run up to start generator for short outages. A generator, owned by CB Fire, has to be started to power the radios during an outage. Once generator is started, the rack of radios with 4 channels should all show green indicator lights. With this last outage, Green and Seaside PD channels turned red showing they were offline which meant they were dead in Seaside. Dispatch was called but did not have an answer as to why they were down. Chief confirmed with dispatch that Megler was still online and dispatch would begin toning CBFire off Megler. Chief then sent

text messages out to firefighter's personal phones informing them to switch to Megler. Due to spotty phone coverage, many firefighters run their phones off their internet. With the power being off and internet unavailable, some did not receive text messages about switching channels, resulting in poor response. Further, Chief advised CB Police that Seaside PD channel (normally used by them) was dead and to switch to County Law Channel. It was later understood the reason for the dead channels was because the battery backup at the High School repeater did not last and no one started the generator. Seaside Dispatch is working with Seaside public works to ensure that the generator is on automatic start immediately, yet it is unknown what "immediately" will mean. It should be noted that Hamlet does not even receive tones at times.

**Problem Summary:** There is no urgency to acknowledge, communicate or resolve problems by Seaside Dispatch because they do not experience the same level or volume of problems as other areas. Less dispatchers than needed. This is due mostly to Seaside's location and ability to resolve their own issues quickly. Without a county-wide maintenance contract, systems will become unreliable with intermittent problems. Cannot often understand Dispatch with inconsistent volumes and predictable sentence structures to communicate information, as is the standard protocol. Dead spots where little to no communication is possible. Not having the standard dispatch channel and working channel and processes followed. Spotty phone coverage in Cannon Beach. Having to have staff start generator manually during outages with little time to get to location. Having enough information to respond appropriately.

#### Short Term Solutions:

**CB Fire:** A) Implement longer battery backup for Tolovana (in process); B) participate in communication committee to influence progress and gather other department participation such as PD; C) gather information on Medix dispatch center to understand if this is a viable option. It is supposed to be a 12-panel dispatch center in Warrenton vs. Seaside's current 2. It should be noted that Medix dispatch currently is supplied with most of the call detail, which would be helpful for CB Fire to have in understanding what kind of call they're responding to; D) gather Tillamook dispatch information to understand if this would be a viable option.

**Seaside Dispatch.** A) increase number of dispatchers B) train to standard Dispatch protocols for better communication quality; C) Expedite operational Tillamook Head repeater; D) Increase number of channels. (?... is this even possible); E) Within this quarter, ensure automatic backup for High School repeater.

#### Long Term Solutions:

**CB Fire:** A) Contribute to communication committee working towards consolidation; B) Prepare budget for increased subscription rates; C) In the case of Seaside's refusal to participate in consolidated impartial Dispatch Center, prepare to do what Umatilla County did by establishing either a non-taxing Radio District or



taxing Radio District take over operations to ensure acceptable level of services. **Note:** Taxing district receives operational monies from taxpayers. Whereas a non-taxing Radio District receive operational monies from subscribers based on their Board of Director's setting fee structure. An example is Washington County Consolidated Communication Agency (WCCCA). They are a non-taxing district formed by what is called a 190 agreement. There is a fee structure adopted by their Board, which ultimately dictates the fee structure for each subscriber.

D) Another option is to participate in Medix new dispatch center. **Seaside Dispatch.** Seaside is designated as the Public Safety Answering Point (PSAP). Seaside would need to relinquish Control and participate in a Consolidated impartial Dispatch approach.

Discussion was given to Standard Agreements and Memorandum of Understanding. It was noted by Chief that every county is under a consolidated plan, with the exception of Clatsop County. Herman indicated he was not a dispatch expert, but Tillamook seemed pretty well oiled. Chief indicated Tillamook is getting ready to go through a complete radio upgrade. Heymann indicated it sounded like the issues were a capacity problem as well as a radio problem. Bell mentioned he could see there being a big downside to CB PD being on a different dispatch system than CB Fire. It was mentioned that Manzanita's on Tillamook Dispatch. Chief indicated the committee is starting to write letters to all city managers and Mayors. Bell mentioned there would be a big article coming out by Astorian reporter Nicole Bales. Chief had conversations with Matt Phillips, County Sheriff, in hopes he would Champion the consolidation, but he's looking for support from the mayors and city councils. Gardner asked Chief if he, in conjunction with Matt Phillips, talk to Jason schumerhorn about contracting with Medix. Chief indicated there is a slight conflict of interest with Jason in that his wife is one of the dispatchers in Seaside. Gardner volunteered to talk to Jason. Heymann indicated the importance in making sure the issue is well framed, prior to discussions. Chief mentioned that the benchmark to tones is 30 seconds and that we are seeing 2-4 minutes before we get toned. Gardner asked if we keep track of these metrics. Chief responded yes. Bell added there should be a standard service level to receive tones. All agreed.

#### New Business:

- **Chief's Review.** Chief referred to page 23/24 of packet and asked questions on whether this evaluation form was ok to use for this year, or if anybody wanted modifications. Gardner and Bell indicated it wasn't what they were used to seeing. They were used to seeing Objectives based on Job Description and yearly objectives. Chief indicated an Executive Session will be used to go through the Evaluation. Heymann indicated he sees Performance Plan objectives established for year but is ok with using last year's form until a performance plan can be established with objectives since the form is a good start. Herman indicated he's ok with using it for next month's evaluation. Heymann indicated he is new but will comment on what he's observed so far.

- **1995 Engine.** Chief referred to page 22 of packet. An email summarizing the state of Engine 1995 (Apparatus 3225) and state of Apparatus 3227. Chief is recommending that Apparatus 3225 be surplus for what might be a couple thousand dollars. At that point, CBFire will run 3227 as our main Engine borrowing Nehalem's if 3227 gives out due to its own issues. There's a known pump issue on both. Chief is also talking to Lewis and Clark about a potential Engine and will check it out this week. Chief indicated we would strip down the 3225. Bell asked what "stripped down" means. Chief indicated we would take everything off that can be used in replacement so we don't have to buy new equipment and tools. Gardner asked if there was an ETA on new Engine. Chief indicated he's being told September. Chief indicated he needs a motion from the board to surplus 3225. Gardner asked what the timing of buying the replacement for 3227. Chief indicated it would be replaced in approximately 12 years. In reality, in the next 2-3 years Chief would like to buy a 2008 era pumper tender. Gardner asked how much, which Chief responded for a new pumper tender it would be between \$500K-700K. **Gardner** moved that we surplus 3225. **Herman** seconded, all in favor. None opposed.

### Reports:

- **Chief's Report:**
  - ***Calls.*** December wasn't too terrible regarding average.
  - ***Conflagration.*** We received a new \$43,000 reimbursement. Discussed previously.
  - ***Billing for Services – State Parks.*** Chief indicated he received an email response from state parks, asking if we would consider a \$2K contract. Chief's opinion is that's still unacceptable since we showed proof of \$20K on average.
  - ***Strategic Plan.*** Discussed previously.
  - ***Grants:*** Portables are ordered. Should be here within the next couple weeks. The mobiles are still being evaluated. Received lighting grant, now need to develop RFP, and looking for 3 bids, since it's \$20K. Applied for Arch cape engine, fill station, and fit tester. Will be notified by May about the Seismic grant. SAFER grants are being used to apply for 3 FTE positions, as well as Shaunna's old position. IF we do get awarded, that could start in July. It will allow us to start the position. Chief working with Gearhart and Hamlet to do a regional grant for marketing person to home base would be in Gearhart substation. This would be a non-fire response position and marketing would be 100% of their job. FEMA designed the Recruit and Retention as a non-responding position. A good example would be to look at Umatilla's Facebook presence. It does a good job of social media and marketing. Position would be in their substation. A lot would be done remotely. It's focus is on recruitment. Applied for Spire Grant for high axel rescue vehicle and received it as of Jan 7, 2022. Plan is to reside at the City shop for City and CBFire use. It's good for moving people and equipment during floods.
  - ***Radio System.*** Discussed previously.
  - ***Prepared Food Tax.*** Discussed previously.
  - ***Rescue.*** Discussed previously.
  - ***Hydrants.*** Chief explained that the hydrant project is something CBFire took on for the City of Cannon Beach as they were having difficulty maintaining. We get paid by them and the service we do includes maintaining, greasing, flow testing, and ultimately in decent weather painting. It was asked when the water main blew on Hemlock if that effected our pressure. It did.

- **Building.** Nothing to discuss
- **Apparatus.** 3263 still getting canopy leak taking care of.
- **Prevention.** Nothing to report
- **Meetings.** Lots
- **Recruitment.** Nothing to report
- **Student Program.** Nothing to report
- **Chief vacation.** Nothing to report
- **Upcoming events:** Chief explained we're starting the 3<sup>rd</sup> Tuesday evening of every month offering a Dessert with the District for the public. It is an open house to get people to come in. Believe this will be done once in quarter at Arch Cape. This will be a good place to get involvement in the community and advertise. Heymann asked if we were planning on presentation, or other collateral material. Chief indicated it would be a great opportunity. The first one will be done at 6 pm on the 18<sup>th</sup> of January.
- **Training Chiefs Report.**  
 Division Chief, Jason Smith, reviewed the highlights of the Training Report in the Board Packet. Decided this would be a good idea to present a yearly report. Overall, we logged over 2,000 hours which was down from last year by about 1,000. This can be attributed to COVID. Last year we ran two different academies for recruits which may have contributed to the higher numbers as well. Erik Ostrander in particular is going above and beyond in training and participation. Firefighter Nathanael Wilkerson is working on his aerial operator training. In-house Training curriculum and contents were completed. A lot of work went into this accomplishment and it is working well, allowing Ananda Osterhaus and Wesley Zeller to work at their own pace, respond to medical calls once the specific training is met, allowing them to keep interested in Station while also working towards FF1 designation. The Goals for 2022 is recruit / firefighter development. A 3<sup>rd</sup> recruit may be joining short, once passing medical physical. Wes is interested in two year paramedic program. He is from Bend, Oregon and super eager. It's good to have him on board. Year 2022 will also focus on officer development helping potential officers get confident with taking on these responsibilities. We have a Joint training with seaside in preparation for summertime water rescue. We are completely outfitted for Rope rescue now and ultimately self-sufficient. Jason as Training Officer logged over 259 hours. Jason indicated he continues to build strong relationships with fellow firefighters and neighboring fire departments. He plans to obtain his NFPA Fire Officer II certificate and begin towards his Fire Officer III. He intends to utilize his Hazmat Technician Certification and pursue becoming a member of the Region 11 Hazmat team which covers Clatsop and Columbia Counties.

#### **Board of Directors Reports:**

- **Cerelli.** Nothing to report.
- **Gardner.** Nothing to report.
- **Herman.** Nothing to report.
- **Heymann.** Nothing to report.
- **Public.** Nothing.

#### **Good of the Order/Public Comment:**

Deb's last full-time day is January 14, 2022. She will work part-time helping bridge gap between new full time Admin.

Adjourn:

- Rick motioned to adjourn which was seconded by Herman. Adjourned 20:16 hours (8:16 pm).
- Minutes submitted by Deb DiStasio.
- Next Board Meeting scheduled for February 14, 2022.

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Bob Cerelli, President CBRFPD

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Date:



# Cannon Beach

## Rural Fire Protection District

188 SUNSET BLVD · PO BOX 24 · CANNON BEACH OR 97110  
(503) 436-2949 · EMERGENCY DIAL 9-1-1

## SPECIAL BOARD MEETING MINUTES – JANUARY 24, 2022

### General:

<b>Date:</b>	<b>January 24, 2022</b>
<b>Time:</b>	13:00 hours (1:00 pm)
<b>Location:</b>	Cannon Beach Fire Station Board Room
<b>Brought to Order Time:</b>	13:00 (1:00 pm)
<b>Adjourned Time:</b>	14:43 (2:43 pm)

### Attendees:

<input checked="" type="checkbox"/> Bob Cerelli (President) Zoom	<input checked="" type="checkbox"/> Greg Bell (VP)	<input checked="" type="checkbox"/> Rick Gardner (Treasurer)
<input checked="" type="checkbox"/> Jason Smith (DC)	<input checked="" type="checkbox"/> Dave Herman (Member)	<input checked="" type="checkbox"/> Marc Reckmann (Fire Chief)
<input type="checkbox"/> Deb DiStasio (Minutes)	<input checked="" type="checkbox"/> Bob Heymann	<input checked="" type="checkbox"/> Bill Cotes (CPA) Zoom

### Call to Order:

The Cannon Beach RFPD Special Board meeting for January 24, 2022 was called to order at 13:00 hours (1:00 pm) by Board Vice President, Greg Bell.

### Roll Call:

Board Members present were: Bob Cerelli (Zoom), Dave Herman (Zoom), Greg Bell, Bob Heymann and Rick Gardner.

Other attendees were: Marc Reckmann (Fire Chief, CBFD), Jason Smith (Division Chief, CBFD).

### Changes to Agenda:

None.

### Public Comment:

Garry Smith was due to present but unaware of date. Has asked for another time.

### Strategic Plan:

Heymann indicated he wasn't familiar with the action items that corresponded to the 2003 Strategic Plan but thought the actual plan was well structured and seemed to use sound analysis.

Gardner added that his concern was around having strategic plans, and still having the same problems. He further added he believed that there were three issues. The overriding issue being that we are a voluntary organization with limited volunteer recruiting possibilities due to limited housing and limited age demographics as seen by the census going from 1700+ to 1400+ in full time residents. A lot of air B&B's are taking over full time resident's. Gardner indicated he thought before we reach solutions, we would want to validate determining whether the current and future forecasts would even accommodate having volunteer-only station.

Bell asked if there were examples of other stations transitioning or "augmenting" into paid staff, to which Gardner responded that it makes sense to forecast with this in mind for future. Heymann agreed indicating he'd like to see firefighters 'embedded' into the fire service. Jason Smith added the current model used for volunteers is making it as convenient for them by asking them to even commit a couple of hours through the week so that we have at least two responders: Duty Officer and at least one volunteer. He added he sees that still not getting the response needed and believes the future model will be full-time paid coverage as part of a future model.

Gardner's stated his second issue is around services provided. With more visitors, he sees Medical Services being utilized. Discussion was given to the number and type of medical, rescue services being by far the majority of services provided over fire suppression. Jason Smith added that technically and legally, the only service we are required to provide is fire suppression.

Chief summarized the way volunteers receive payment. 1) Volunteer Points: For each call a firefighter goes on, they get one point. For each drill they attend, they get two points. At the end of the month, the points are tallied and the \$4,000 that's in the fund is divided. Some may get \$25, some \$325. Depends on participation. 2) For duty officers: They get an automatic \$25 for a 12-hour duty shift, plus their bonus and compensation. 3) Firefighters can schedule to cover a shift: They get \$20 for every 12-hour shift they cover as well as the points for call/drill participation. The duty officer program has been successful for 2 years. Participants in Duty Officer shifts include: Shaunna White, Jason Smith, TJ White, Brian Smith and Chief. Heymann asked what skills have to be assigned to those blocks. Jason Smith responded that would fit into a hybrid station model where we would have one full-time person qualified to respond to all calls, and any volunteer able to participate, in a 24- or 48-hour duty cycle. Jason added a fourth way volunteers receive compensation, which is the Student Program. The student program, which Wes Zeller, is on which subsidizes his tuition while he's on call for the station, living at the station during his on-call time, at a minimum.

Gardner added that the third issue he sees is the financial feasibility with a predictable funding source.

Bell indicated that it's probably in firefighter's DNA to respond to a call, no matter what it is and that having full-time EMT services is important. Jason added that there are those who only want to be part of a rope rescue, or a surf rescue. He sees that as the carrot to attract people, and not necessarily require them to go on all calls, but to participate in any that they can. Jason continued that both the full-time paid staff or all volunteer staff are not sustainable, which points to a combination of both.



Jason reviewed the scholarship program and indicated the problem with low participation he believes is they are in competition with Seaside and Astoria who have more calls as most want-to-be firefighters want to experience the call volume, which Cannon Beach does not have in comparison.

Chief discussed items in the budget have increased such as fuel, insurance, also create a cost for service. Heymann brought up using fire corps to augment, as a potential area to explore, as part of the community participating in fire service having a sense of pride in helping their community. Heymann suggested that maybe the business owners get involved in providing housing for fire department. Cerelli added that there doesn't seem to be a slowdown in visitors. He added that there is a big Clatsop County issue with short-term rentals and they are considering lower percentages of short-term rentals.

Cerelli reminded the board that the three points made by Gardner are valid, but we need to focus answers to some of these issues in this working meeting. Board agreed. Heymann asked if we can decide on any services. Jason Smith responded if there was one reduction, it would be surf rescue since we only have two qualified individuals to do this, and Seaside takes the majority of these calls now for us. That would be a service that wouldn't be as missed, but it would also limit the attraction for some volunteers.

Discussion was given to understanding the current lifeguard situation. There have been 3 public deaths over the past years. The City of Cannon Beach wants the fire department to take over this service. We have been reluctant to do this based on staffing availability. Jason Smith indicated possibility of augmenting the lifeguard program, but the workload would be a challenge.

Revisiting the three issues, Chief indicated the current situation of having 3 paid and getting some volunteers is all we have financial means to operate. The future is to financially be able to afford one person on 24-hours a day; with a week split into 3 people. This is the plan with what is projected from the prepared food tax. Heymann sought clarification that the decision is to move to a hybrid model and asked if there was anything else. Gardner added how do we refine that model to be more effective, such as: Scheduling volunteers, revising compensation to be more attractive, promote carrots in the schedule, how do we build spirit of the corp, and other non-monetary compensation that can incentivize. A subset of that is housing. A decision that fits into our model. How can we get more reliable, skilled, semi-paid volunteers to participate in calls.

Jason Smith explained that the level of service typically goes up when you have paid staff because with voluntary staff you may be asked to attend drill, whereas if you are paid you typically are expected to do a certain amount of training every day which raises your skill level and provides better support.

Bell/Heymann directed the group back to deciding what services we want to provide. It was agreed we want to provide the same services that we are currently providing because it is at a minimum, and continue to provide as much aid as possible. Chief indicated that he does not think Cannon Beach should be considering at this time being a "transporting" agency (aka a Medix) as the revenue generated for supporting that function does not come from transporting. Better, is getting Medix to cover Cannon Beach. They are not meeting their response time expectations. Chief is waiting for contract for renewal, it will be a push for them to meet expectations.

Heymann continued to focus clarification on the understanding / agreement of what services we will be providing. Gardner indicated he thought we should “define” the services we are providing and look at anything we plan to provide. Smith indicated the only thing he sees us providing in house 100% of the time are Medical. Other calls such as Structure Fires, Tech Rescues, Surf Rescue, we don’t have the people to support so we have to utilize our Mutual Aid agreements, which we also reciprocate back to other participating agencies. Gardner clarified that we have services we do 100% of the time, services we provide with the help of other fire communities (mutual aid), and what may be considered ancillary providers, such as ensuring Medix is in timely support of our client.

Gardner indicated understanding for future forecasting where funding is coming from, how to forecast call increase expense and response impacts. Chief indicated he doesn’t see the calls slowing down. Chief indicated we also have to look not only at staffing, but also how we can fund equipment reserve. Gardner indicated that is part of equation that should be considered when we plan, to understand the cost of those services.

Next steps discussed, Gardner indicated projecting the requirements, services then set priorities.

Chief asked what action items board wants for staff. Gardner indicated we’ve narrowed in on this hybrid model. We have a direction framework identified. What would be helpful is to see the options or variables we are looking at and how the board can help to influence towards that goal. Gardner continued that a summary of volunteers would be helpful so we could see a history on where we’ve been and where we going. In other words, where do we see the financial plan heading over the next 10 years. Heymann agreed and added seeing the housing options, what could be expected financially from the different scenarios.

Bell summarized understanding who are we, what services we provide, how do we staff, and what will it cost. Gardner added having capital and non-capital feeding into the financials and linking to hybrid scenario with staffing, demand & services. Chief clarified that it’s really 4 big aging apparatus feeding into the capital equipment need. After taken care of the capital equipment, need will level off and be more predictable.

Dave Herman would like to know specifically what is preventing us from providing water rescue: People, training, funding, food tax, get us in the direction of fixing that. If we’re talking about providing this hybrid model, we have this unique destination unlike other places in Oregon, geographically isolated, can’t get further away from Clatsop or Tillamook counties. Believe it’s ridiculous we’re depending on seaside to drive down. Would choose getting rid of other services but believe surf rescue is A#1. Will food tax solve this or are there other things to get that up and running. Anything else, like drones. Jason would say there’s only a handful of volunteers and utilize them to participate in certain areas. We need equipment. We have \$15K allocated, we just need to purchase it. Herman asked if it is it reasonable to expect two years from now to expect that department to do water rescues, or is it not reasonable?

Heymann what is our position in taking over the lifeguard function. Chief would entertain, but right now just don’t have the personnel. City will give us the money to do it, we just don’t have the personnel. Herman mentioned succession plan important in well-run department.

It was mentioned we need to articulate in financial model, role of the city, community, Association. The community could help with housing and providing jobs. Maybe the city could help with funding. Some things require money. Association can buy things and give to District, but not give money. Their mission is to support the community.

Chief asked about timeline. Bell recommended in next board meeting going down the list. Heymann thinks we should have a timeline. Chief suggested more standing work sessions. Heymann indicated he believes for any work sessions, there needs to be timeline for acting, test community, test partnerships. If we're going to do work sessions, we have to have specific actions, responsible, bring back data to act on.

Chief summarized action items for the following:

- Provide board with staffing options
- Provide a summary of volunteer
  - Current compensation
  - Future plan for volunteers
- Provide information on services provided

#### Good of the Order/Public Comment:

None.

#### Adjourn: There was no adjournment motions?

- Dave motioned to adjourn which was seconded by Heyman. Adjourned 14:43 hours (2:43 pm).
- Minutes submitted by Deb DiStasio.
- Next Board Meeting scheduled for February 14, 2022.

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Bob Cerelli, President CBRFPD

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Date:

# Cannon Beach Rural Fire Protection District

## Statement of Net Position - Modified Cash Basis

Page 18 of 28

	January 31, 2022	January 31, 2021	Increase (Decrease)
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
Local Govt Investment Pool	1,642,469.00	1,449,777.00	192,692.00
Petty Cash	300.00	0.00	300.00
US Bank - Money Market	300,006.00	0.00	300,006.00
Fibre Federal Credit Union	23,858.00	0.00	23,858.00
Checking Columbia State Bank	26,227.00	61,772.00	-35,545.00
<b>Total Checking/Savings</b>	<u>1,992,860.00</u>	<u>1,511,549.00</u>	<u>481,311.00</u>
<b>Fixed Assets</b>			
Land	368,540.00	368,540.00	0.00
Buildings	1,699,939.00	1,699,939.00	0.00
Vehicles	1,589,428.00	1,589,428.00	0.00
Equipment	268,946.00	242,477.00	26,469.00
<b>Total Fixed Assets</b>	<u>3,926,853.00</u>	<u>3,900,384.00</u>	<u>26,469.00</u>
<b>Accumulated Depreciation</b>			
Accumulated Depr - Buildings	-628,003.00	-600,733.00	-27,270.00
Accumulated Depr - Vehicles	-771,240.00	-721,226.00	-50,014.00
Accumulated Depr - Equipment	-172,203.00	-161,949.00	-10,254.00
<b>Total Accumulated Depreciation</b>	<u>-1,571,446.00</u>	<u>-1,483,908.00</u>	<u>-87,538.00</u>
<b>Net Fixed Assets</b>	<u>2,355,407.00</u>	<u>2,416,476.00</u>	<u>-61,069.00</u>
<b>TOTAL ASSETS</b>	<u><u>4,348,267.00</u></u>	<u><u>3,928,025.00</u></u>	<u><u>420,242.00</u></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Other Current Liabilities</b>			
Payroll Liabilities	0.00	50.00	-50.00
<b>Long Term Liabilities</b>			
Loan Payable - US Bank	300,000.00	0.00	300,000.00
Bond Liability	210,000.00	310,000.00	-100,000.00
<b>Total Liabilities</b>	<u>510,000.00</u>	<u>310,050.00</u>	<u>199,950.00</u>
<b>Net Position</b>			
Net Investment - Capital Asset	2,145,407.00	2,106,476.00	38,931.00
Net Position - Other	1,692,860.00	1,511,499.00	181,361.00
<b>Total Net Position</b>	<u>3,838,267.00</u>	<u>3,617,975.00</u>	<u>220,292.00</u>
<b>TOTAL LIABILITIES &amp; NET POSITION</b>	<u><u>4,348,267.00</u></u>	<u><u>3,928,025.00</u></u>	<u><u>420,242.00</u></u>

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT, SUBSTANTIALLY ALL DISCLOSURES OMITTED

10:17 AM

02/04/22

Cash Basis

# Cannon Beach Rural Fire Protection District

## Statement of Receipts and Disbursements Budget vs. Actual

July 2021 through January 2022 *GENERAL FUND*

	TOTAL			
	Jul '21 - Jan 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>CBFR Revenue</b>				
Current Taxes	806,881.96	845,880.00	-38,998.04	95.4%
Tillamook Co - C/Y Property Tax	11,102.21	0.00	11,102.21	100.0%
Previous Taxes	20,084.88	15,000.00	5,084.88	133.9%
Safer Grant	34,005.00	107,600.00	-73,595.00	31.6%
Interest Income	3,542.32	17,000.00	-13,457.68	20.8%
Fire Protection Revenue	0.00	1,500.00	-1,500.00	0.0%
Conflagration/Mobilization	54,756.48	65,000.00	-10,243.52	84.2%
City of Cannon Beach Contracts	6,000.00	9,000.00	-3,000.00	66.7%
Miscellaneous	26,404.88	5,000.00	21,404.88	528.1%
<b>Total CBFR Revenue</b>	<b>962,777.73</b>	<b>1,065,980.00</b>	<b>-103,202.27</b>	<b>90.3%</b>
<b>Total Income</b>	<b>962,777.73</b>	<b>1,065,980.00</b>	<b>-103,202.27</b>	<b>90.3%</b>
<b>Gross Profit</b>	<b>962,777.73</b>	<b>1,065,980.00</b>	<b>-103,202.27</b>	<b>90.3%</b>
<b>Expense</b>				
<b>PERSONAL SERVICES</b>				
<b>Division Chief/Training Officer</b>				
DCTO-Gross Payroll	54,914.33	93,000.00	-38,085.67	59.0%
DCTO-Retirement	15,680.98	29,800.00	-14,119.02	52.6%
DCTO-Disability Ins	392.84	0.00	392.84	100.0%
DCTO - FICA & Other P/R Tax	4,351.83	7,115.00	-2,763.17	61.2%
DCTO-Medical Insurance	17,396.89	31,000.00	-13,603.11	56.1%
<b>Total Division Chief/Training Officer</b>	<b>92,736.87</b>	<b>160,915.00</b>	<b>-68,178.13</b>	<b>57.6%</b>
<b>Recruitment &amp; Retention Coord</b>				
R & R Coord - Gross Payroll	41,409.71	70,000.00	-28,590.29	59.2%
R & R Coordinator - Retirement	15,356.01	22,500.00	-7,143.99	68.2%
R & R Coordinator - Medical Ins	434.70	0.00	434.70	100.0%
R & R Coord - Payroll Tax Exp.	3,675.00	5,355.00	-1,680.00	68.6%
<b>Total Recruitment &amp; Retention Coord</b>	<b>60,875.42</b>	<b>97,855.00</b>	<b>-36,979.58</b>	<b>62.2%</b>
<b>Part-Time Admin Assistant</b>				
Part-Time Admin Asst Pers	8,891.00	14,800.00	-5,909.00	60.1%
Part-Time Admin Assistant P/R	28,998.69	46,000.00	-17,001.31	63.0%
Part-Time Admin Assist - FICA	2,698.27	3,680.00	-981.73	73.3%
<b>Total Part-Time Admin Assistant</b>	<b>40,587.96</b>	<b>64,480.00</b>	<b>-23,892.04</b>	<b>62.9%</b>
<b>Volunteer Payroll</b>	<b>28,000.00</b>	<b>48,000.00</b>	<b>-20,000.00</b>	<b>58.3%</b>
<b>Volunteer FICA &amp; Other P/R Tax</b>	<b>3,417.73</b>	<b>4,500.00</b>	<b>-1,082.27</b>	<b>75.9%</b>
<b>Volunteer PERS</b>	<b>2,032.45</b>	<b>5,000.00</b>	<b>-2,967.55</b>	<b>40.6%</b>
<b>Length of Service Award</b>	<b>225.00</b>	<b>11,200.00</b>	<b>-10,975.00</b>	<b>2.0%</b>
<b>Worker's Comp Ins.</b>	<b>15,290.75</b>	<b>13,500.00</b>	<b>1,790.75</b>	<b>113.3%</b>
<b>Part-Time Firefighters</b>				
Conflagration - Payroll	49,437.28	50,000.00	-562.72	98.9%
Conflagration - PERS	12,269.39	11,000.00	1,269.39	111.5%
Conflagration - FICA & Other	3,765.64	4,000.00	-234.36	94.1%
Part-time Firefighters- Payroll	3,702.59	28,500.00	-24,797.41	13.0%
Part-time Firefighters - ER Tax	0.00	2,280.00	-2,280.00	0.0%
<b>Total Part-Time Firefighters</b>	<b>69,174.90</b>	<b>95,780.00</b>	<b>-26,605.10</b>	<b>72.2%</b>
<b>Life &amp; disability insurance</b>	<b>253.68</b>	<b>6,500.00</b>	<b>-6,246.32</b>	<b>3.9%</b>
<b>Payroll - Firefighter stipend</b>	<b>389.34</b>	<b>10,000.00</b>	<b>-9,610.66</b>	<b>3.9%</b>
<b>Payroll - Duty officer stipend</b>	<b>2,435.00</b>	<b>10,000.00</b>	<b>-7,565.00</b>	<b>24.4%</b>
<b>Total PERSONAL SERVICES</b>	<b>315,419.10</b>	<b>527,730.00</b>	<b>-212,310.90</b>	<b>59.8%</b>
<b>MATERIALS &amp; SERVICES</b>				
<b>01 OPERATIONAL</b>				
01 173 Disaster Preparedness	34.19	1,500.00	-1,465.81	2.3%
01 105 Communication Supplies	6,693.34	7,500.00	-806.66	89.2%

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT, SUBSTANTIALLY ALL DISCLOSURES OMITTED

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10:17 AM

02/04/22

Cash Basis

# Cannon Beach Rural Fire Protection District

## Statement of Receipts and Disbursements Budget vs. Actual

July 2021 through January 2022 *GENERAL FUND*

	TOTAL			
	Jul '21 - Jan 22	Budget	\$ Over Budget	% of Budget
01 115 Medical Supplies & Main	5,124.86	5,000.00	124.86	102.5%
01 125 Office Supplies & Main	6,295.89	10,000.00	-3,704.11	63.0%
01 130 Utilities Garbage	2,139.75	2,000.00	139.75	107.0%
01 140 Utilities Telephone	9,273.41	15,000.00	-5,726.59	61.8%
01 150 Utilities Electric	5,690.62	10,000.00	-4,309.38	56.9%
01 160 Utilities Nat.Gas/Propane	1,172.37	3,300.00	-2,127.63	35.5%
01 165 Postage & Freight	173.60	1,500.00	-1,326.40	11.6%
<b>Total 01 OPERATIONAL</b>	<b>36,598.03</b>	<b>55,800.00</b>	<b>-19,201.97</b>	<b>65.6%</b>
<b>02 EQUIPMENT &amp; APPARATUS MAINT.</b>				
02 233 Apparatus Repair	10,599.44	15,000.00	-4,400.56	70.7%
02 205 Tools	-1,153.06	2,600.00	-3,753.06	-44.3%
02 215 Tires	1,514.88	3,000.00	-1,485.12	50.5%
02 225 Batteries	0.00	1,800.00	-1,800.00	0.0%
02 213 Repairs - Miscellaneous	4,764.38	10,000.00	-5,235.62	47.6%
02 223 Vehicle Maint. & Supplies	24,054.41	30,000.00	-5,945.59	80.2%
02 235 Fuel	8,503.41	10,500.00	-1,996.59	81.0%
<b>Total 02 EQUIPMENT &amp; APPARATUS MAINT.</b>	<b>48,283.46</b>	<b>72,900.00</b>	<b>-24,616.54</b>	<b>66.2%</b>
<b>03 BUILDING MAINTENANCE</b>				
03 303 Building Maintenance	19,791.91	25,000.00	-5,208.09	79.2%
03 313 COWS Maintenance	0.00	3,000.00	-3,000.00	0.0%
03 323 Janitorial Services & Sup	7,620.50	12,000.00	-4,379.50	63.5%
03 333 Landscape Maint. Service	6,420.00	13,000.00	-6,580.00	49.4%
<b>Total 03 BUILDING MAINTENANCE</b>	<b>33,832.41</b>	<b>53,000.00</b>	<b>-19,167.59</b>	<b>63.8%</b>
<b>04 EDUCATION &amp; TRAINING</b>				
04 404 Recruitment & Retention	2,598.61	10,000.00	-7,401.39	26.0%
04 405 Training Aids	2,340.10	3,000.00	-659.90	78.0%
04 414 Firefighter & EMT Train	5,364.61	9,500.00	-4,135.39	56.5%
04 424 Dues & Subscriptions	8,931.95	18,000.00	-9,068.05	49.6%
04 434 Board Mem Train & Travel	210.00	2,000.00	-1,790.00	10.5%
04 495 Student program	1,470.50	18,000.00	-16,529.50	8.2%
04 497 Rope Rescue Traing/Equip	7,590.17	10,000.00	-2,409.83	75.9%
04 499 Grant- Basic FF Training	11,847.33	10,000.00	1,847.33	118.5%
<b>Total 04 EDUCATION &amp; TRAINING</b>	<b>40,353.27</b>	<b>80,500.00</b>	<b>-40,146.73</b>	<b>50.1%</b>
<b>05 PROFESSIONAL SERVICES</b>				
05 589 Bond Fees	620.00	1,200.00	-580.00	51.7%
05 507 911 Dispatch Services	0.00	26,000.00	-26,000.00	0.0%
05 527 Accounting Services	12,135.82	20,400.00	-8,264.18	59.5%
05 537 Employee Assist Program	374.40	500.00	-125.60	74.9%
05 557 Legal Services	7,913.50	5,000.00	2,913.50	158.3%
05 567 Audit Filing	0.00	7,500.00	-7,500.00	0.0%
05 577 Legal Notices	164.31	0.00	164.31	100.0%
05 588 Network Administration	2,418.75	10,000.00	-7,581.25	24.2%
05 597 Medical Exams	2,598.50	10,000.00	-7,401.50	26.0%
<b>Total 05 PROFESSIONAL SERVICES</b>	<b>26,225.28</b>	<b>80,600.00</b>	<b>-54,374.72</b>	<b>32.5%</b>
<b>08 LIABILITY INSURANCE</b>				
08 801 Auto & General Liab Ins	35,702.00	32,000.00	3,702.00	111.6%
8-802 Pollution Liability	0.00	1,000.00	-1,000.00	0.0%
<b>Total 08 LIABILITY INSURANCE</b>	<b>35,702.00</b>	<b>33,000.00</b>	<b>2,702.00</b>	<b>108.2%</b>
<b>06 PROTECTIVE EQUIP/UNIFORMS</b>				
06 605 Misc. Protective Equip	4,817.33	4,000.00	817.33	120.4%
06 625 Turnouts	14,636.57	7,500.00	7,136.57	195.2%
06 615 Uniforms	6,754.74	6,000.00	754.74	112.6%
06 699 GRANT - Protective Equip	0.00	15,600.00	-15,600.00	0.0%
<b>Total 06 PROTECTIVE EQUIP/UNIFORMS</b>	<b>26,208.64</b>	<b>33,100.00</b>	<b>-6,891.36</b>	<b>79.2%</b>
<b>07 ADVERTISING</b>				

NO ASSURANCE IS PROVIDED ON THIS FINANCIAL STATEMENT, SUBSTANTIALLY ALL DISCLOSURES OMITTED

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10:17 AM

02/04/22

Cash Basis

**Cannon Beach Rural Fire Protection District**  
**Statement of Receipts and Disbursements Budget vs. Actual**  
 July 2021 through January 2022 *GENERAL FUND*

	TOTAL			
	Jul '21 - Jan 22	Budget	\$ Over Budget	% of Budget
07 - 757 Recruitment Advg	1,187.36	0.00	1,187.36	100.0%
07 799 Advg - Grant Print Mktg	167.91	5,000.00	-4,832.09	3.4%
07 708 ADVERTISING - LEGAL	0.00	2,000.00	-2,000.00	0.0%
<b>Total 07 ADVERTISING</b>	<b>1,355.27</b>	<b>7,000.00</b>	<b>-5,644.73</b>	<b>19.4%</b>
<b>Total MATERIALS &amp; SERVICES</b>	<b>248,558.36</b>	<b>415,900.00</b>	<b>-167,341.64</b>	<b>59.8%</b>
<b>Total Expense</b>	<b>563,977.46</b>	<b>943,630.00</b>	<b>-379,652.54</b>	<b>59.8%</b>
<b>Net Ordinary Income</b>	<b>398,800.27</b>	<b>122,350.00</b>	<b>276,450.27</b>	<b>326.0%</b>
<b>Other Income/Expense</b>				
Other Income				
Beginning Fund Balance	345,509.86	308,000.00	37,509.86	112.2%
<b>Total Other Income</b>	<b>345,509.86</b>	<b>308,000.00</b>	<b>37,509.86</b>	<b>112.2%</b>
<b>Other Expense</b>				
Debt Service	0.00	65,000.00	-65,000.00	0.0%
<b>Transfers Out</b>				
Xfer to Apparatus & Equipt Resrv	0.00	60,000.00	-60,000.00	0.0%
<b>Total Transfers Out</b>	<b>0.00</b>	<b>60,000.00</b>	<b>-60,000.00</b>	<b>0.0%</b>
<b>Total Other Expense</b>	<b>0.00</b>	<b>125,000.00</b>	<b>-125,000.00</b>	<b>0.0%</b>
<b>Net Other Income</b>	<b>345,509.86</b>	<b>183,000.00</b>	<b>162,509.86</b>	<b>188.8%</b>
<b>Net Income</b>	<b>744,310.13</b>	<b>305,350.00</b>	<b>438,960.13</b>	<b>243.8%</b>

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**Cannon Beach Rural Fire Protection District**  
**Statement of Receipts and Disbursements Budget vs. Actual**  
**July 2021 through January 2022** *FIRE CHIEF FUND*

	TOTAL			
	Jul '21 - Jan 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>CBFR Revenue</b>				
Current Taxes	218,385.58	228,226.00	-9,840.42	95.7%
Previous Taxes	6,090.49	6,000.00	90.49	101.5%
<b>Total CBFR Revenue</b>	<u>224,476.07</u>	<u>234,226.00</u>	<u>-9,749.93</u>	<u>95.8%</u>
<b>Total Income</b>	<u>224,476.07</u>	<u>234,226.00</u>	<u>-9,749.93</u>	<u>95.8%</u>
<b>Gross Profit</b>	<u>224,476.07</u>	<u>234,226.00</u>	<u>-9,749.93</u>	<u>95.8%</u>
<b>Net Ordinary Income</b>	<u>224,476.07</u>	<u>234,226.00</u>	<u>-9,749.93</u>	<u>95.8%</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Beginning Fund Balance	202,117.93	184,820.00	17,297.93	109.4%
<b>Total Other Income</b>	<u>202,117.93</u>	<u>184,820.00</u>	<u>17,297.93</u>	<u>109.4%</u>
<b>Other Expense</b>				
<b>Fire Chief Personal Services</b>				
FC Salary	65,954.12	113,300.00	-47,345.88	58.2%
FC FICA & Other payroll taxes	5,237.27	9,064.00	-3,826.73	57.8%
FC Medical Insurance	17,396.89	31,000.00	-13,603.11	56.1%
FC Retirement	27,167.81	40,800.00	-13,632.19	66.6%
FC Disability Ins	477.33	850.00	-372.67	56.2%
<b>Total Fire Chief Personal Services</b>	<u>116,233.42</u>	<u>195,014.00</u>	<u>-78,780.58</u>	<u>59.6%</u>
<b>Fire Chief Materials &amp; Services</b>				
FC Training & Travel	746.99	5,000.00	-4,253.01	14.9%
FC Dues & Subscriptions	0.00	600.00	-600.00	0.0%
FC Continuing Education	0.00	5,000.00	-5,000.00	0.0%
FC District Housing	3,400.00	20,400.00	-17,000.00	16.7%
<b>Total Fire Chief Materials &amp; Services</b>	<u>4,146.99</u>	<u>31,000.00</u>	<u>-26,853.01</u>	<u>13.4%</u>
<b>Total Other Expense</b>	<u>120,380.41</u>	<u>226,014.00</u>	<u>-105,633.59</u>	<u>53.3%</u>
<b>Net Other Income</b>	<u>81,737.52</u>	<u>-41,194.00</u>	<u>122,931.52</u>	<u>-198.4%</u>
<b>Net Income</b>	<u><u>306,213.59</u></u>	<u><u>193,032.00</u></u>	<u><u>113,181.59</u></u>	<u><u>158.6%</u></u>

**Cannon Beach Rural Fire Protection District**  
**Statement of Receipts, Disbursements and Changes in Fund Bal**  
**July 2021 through January 2022**

	GENERAL FUND	FIRE CHIEF FUND	APPARATUS & EQ...	CAPITAL PROJEC...	COMMUNITY WAR...	DEBT SERVICE FU...	TOTAL
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>CBFR Revenue</b>							
Current Taxes	806,881.96	218,385.58	0.00	0.00	0.00	96,960.50	1,122,228.04
Tillamook Co - C/Y Property Tax	11,102.21	0.00	0.00	0.00	0.00	0.00	11,102.21
Previous Taxes	20,084.88	6,090.49	0.00	0.00	0.00	3,111.39	29,286.76
Safer Grant	34,005.00	0.00	0.00	0.00	0.00	0.00	34,005.00
Interest Income	3,542.32	0.00	0.00	0.00	0.00	0.00	3,542.32
Conflagration/Mobilization	54,756.48	0.00	0.00	0.00	0.00	0.00	54,756.48
City of Cannon Beach Contracts	6,000.00	0.00	0.00	0.00	0.00	0.00	6,000.00
Miscellaneous	26,404.88	0.00	0.00	0.00	0.00	0.00	26,404.88
<b>Total CBFR Revenue</b>	<b>962,777.73</b>	<b>224,476.07</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100,071.89</b>	<b>1,287,325.69</b>
<b>Total Income</b>	<b>962,777.73</b>	<b>224,476.07</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100,071.89</b>	<b>1,287,325.69</b>
<b>Gross Profit</b>	<b>962,777.73</b>	<b>224,476.07</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100,071.89</b>	<b>1,287,325.69</b>
<b>Expense</b>							
<b>PERSONAL SERVICES</b>							
<b>Division Chief/Training Officer</b>							
DCTO-Gross Payroll	54,914.33	0.00	0.00	0.00	0.00	0.00	54,914.33
DCTO-Retirement	15,680.98	0.00	0.00	0.00	0.00	0.00	15,680.98
DCTO-Disability Ins	392.84	0.00	0.00	0.00	0.00	0.00	392.84
DCTO - FICA & Other P/R Tax	4,351.83	0.00	0.00	0.00	0.00	0.00	4,351.83
DCTO-Medical Insurance	17,396.89	0.00	0.00	0.00	0.00	0.00	17,396.89
<b>Total Division Chief/Training Officer</b>	<b>92,736.87</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>92,736.87</b>
<b>Recruitment &amp; Retention Coord</b>							
R & R Coord - Gross Payroll	41,409.71	0.00	0.00	0.00	0.00	0.00	41,409.71
R & R Coordinator - Retirement	15,356.01	0.00	0.00	0.00	0.00	0.00	15,356.01
R & R Coordinator - Medical Ins	434.70	0.00	0.00	0.00	0.00	0.00	434.70
R & R Coord - Payroll Tax Exp.	3,675.00	0.00	0.00	0.00	0.00	0.00	3,675.00
<b>Total Recruitment &amp; Retention Coord</b>	<b>60,875.42</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>60,875.42</b>
<b>Part-Time Admin Assistant</b>							
Part-Time Admin Asst Pers	8,891.00	0.00	0.00	0.00	0.00	0.00	8,891.00
Part-Time Admin Assistant P/R	28,998.69	0.00	0.00	0.00	0.00	0.00	28,998.69
Part-Time Admin Assist - FICA	2,698.27	0.00	0.00	0.00	0.00	0.00	2,698.27
<b>Total Part-Time Admin Assistant</b>	<b>40,587.96</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>40,587.96</b>
<b>Volunteer Payroll</b>	28,000.00	0.00	0.00	0.00	0.00	0.00	28,000.00
Volunteer FICA & Other P/R Tax	3,417.73	0.00	0.00	0.00	0.00	0.00	3,417.73
Volunteer PERS	2,032.45	0.00	0.00	0.00	0.00	0.00	2,032.45
Length of Service Award	225.00	0.00	0.00	0.00	0.00	0.00	225.00
Worker's Comp Ins.	15,290.75	0.00	0.00	0.00	0.00	0.00	15,290.75
Volunteer WBF - Employer	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Part-Time Firefighters</b>							
Conflagration - Payroll	49,437.28	0.00	0.00	0.00	0.00	0.00	49,437.28
Conflagration - PERS	12,269.39	0.00	0.00	0.00	0.00	0.00	12,269.39
Conflagration - FICA & Other	3,765.64	0.00	0.00	0.00	0.00	0.00	3,765.64
Part-time Firefighters- Payroll	3,702.59	0.00	0.00	0.00	0.00	0.00	3,702.59
<b>Total Part-Time Firefighters</b>	<b>69,174.90</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>69,174.90</b>
Life & disability insurance	253.68	0.00	0.00	0.00	0.00	0.00	253.68
Payroll - Firefighter stipend	389.34	0.00	0.00	0.00	0.00	0.00	389.34
Payroll - Duty officer stipend	2,435.00	0.00	0.00	0.00	0.00	0.00	2,435.00
<b>Total PERSONAL SERVICES</b>	<b>315,419.10</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>315,419.10</b>
<b>MATERIALS &amp; SERVICES</b>							
<b>01 OPERATIONAL</b>							

**Cannon Beach Rural Fire Protection District**  
**Statement of Receipts, Disbursements and Changes in Fund Bal**  
 July 2021 through January 2022

	GENERAL FUND	FIRE CHIEF FUND	APPARATUS & EQ...	CAPITAL PROJEC...	COMMUNITY WAR...	DEBT SERVICE FU...	TOTAL
01 173 Disaster Preparedness	34.19	0.00	0.00	0.00	0.00	0.00	34.19
01 105 Communication Supplies	6,693.34	0.00	0.00	0.00	0.00	0.00	6,693.34
01 115 Medical Supplies & Main	5,124.86	0.00	0.00	0.00	0.00	0.00	5,124.86
01 125 Office Supplies & Main	6,295.89	0.00	0.00	0.00	0.00	0.00	6,295.89
01 130 Utilities Garbage	2,139.75	0.00	0.00	0.00	0.00	0.00	2,139.75
01 140 Utilities Telephone	9,273.41	0.00	0.00	0.00	0.00	0.00	9,273.41
01 150 Utilities Electric	5,690.62	0.00	0.00	0.00	0.00	0.00	5,690.62
01 160 Utilities Nat.Gas/Propane	1,172.37	0.00	0.00	0.00	0.00	0.00	1,172.37
01 165 Postage & Freight	173.60	0.00	0.00	0.00	0.00	0.00	173.60
<b>Total 01 OPERATIONAL</b>	<b>36,598.03</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>36,598.03</b>
<b>02 EQUIPMENT &amp; APPARATUS MAINT.</b>							
02 233 Apparatus Repair	10,599.44	0.00	0.00	0.00	0.00	0.00	10,599.44
02 205 Tools	-1,153.06	0.00	0.00	0.00	0.00	0.00	-1,153.06
02 215 Tires	1,514.88	0.00	0.00	0.00	0.00	0.00	1,514.88
02 213 Repairs - Miscellaneous	4,764.38	0.00	0.00	0.00	0.00	0.00	4,764.38
02 223 Vehicle Maint. &Supplies	24,054.41	0.00	0.00	0.00	0.00	0.00	24,054.41
02 235 Fuel	8,503.41	0.00	0.00	0.00	0.00	0.00	8,503.41
<b>Total 02 EQUIPMENT &amp; APPARATUS MAINT.</b>	<b>48,283.46</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>48,283.46</b>
<b>03 BUILDING MAINTENANCE</b>							
03 303 Building Maintenance	19,791.91	0.00	0.00	0.00	0.00	0.00	19,791.91
03 323 Janitorial Services & Sup	7,620.50	0.00	0.00	0.00	0.00	0.00	7,620.50
03 333 Landscape Maint. Service	6,420.00	0.00	0.00	0.00	0.00	0.00	6,420.00
<b>Total 03 BUILDING MAINTENANCE</b>	<b>33,832.41</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>33,832.41</b>
<b>04 EDUCATION &amp; TRAINING</b>							
04 404 Recruitment & Retention	2,598.61	0.00	0.00	0.00	0.00	0.00	2,598.61
04 405 Training Aids	2,340.10	0.00	0.00	0.00	0.00	0.00	2,340.10
04 414 Firefighter & EMT Train	5,364.61	0.00	0.00	0.00	0.00	0.00	5,364.61
04 424 Dues & Subscriptions	8,931.95	0.00	0.00	0.00	0.00	0.00	8,931.95
04 434 Board Mem Train & Travel	210.00	0.00	0.00	0.00	0.00	0.00	210.00
04 495 Student program	1,470.50	0.00	0.00	0.00	0.00	0.00	1,470.50
04 497 Rope Rescue Traing/Equip	7,590.17	0.00	0.00	0.00	0.00	0.00	7,590.17
04 499 Grant- Basic FF Training	11,847.33	0.00	0.00	0.00	0.00	0.00	11,847.33
<b>Total 04 EDUCATION &amp; TRAINING</b>	<b>40,353.27</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>40,353.27</b>
<b>05 PROFESSIONAL SERVICES</b>							
05 589 Bond Fees	620.00	0.00	0.00	0.00	0.00	0.00	620.00
05 527 Accounting Services	12,135.82	0.00	0.00	0.00	0.00	0.00	12,135.82
05 537 Employee Assist Program	374.40	0.00	0.00	0.00	0.00	0.00	374.40
05 557 Legal Services	7,913.50	0.00	0.00	0.00	0.00	0.00	7,913.50
05 577 Legal Notices	164.31	0.00	0.00	0.00	0.00	0.00	164.31
05 588 Network Administration	2,418.75	0.00	0.00	0.00	0.00	0.00	2,418.75
05 597 Medical Exams	2,598.50	0.00	0.00	0.00	0.00	0.00	2,598.50
<b>Total 05 PROFESSIONAL SERVICES</b>	<b>26,225.28</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>26,225.28</b>
<b>08 LIABILITY INSURANCE</b>							
08 801 Auto & General Liab Ins	35,702.00	0.00	0.00	0.00	0.00	0.00	35,702.00
<b>Total 08 LIABILITY INSURANCE</b>	<b>35,702.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>35,702.00</b>
<b>06 PROTECTIVE EQUIP/UNIFORMS</b>							
06 605 Misc. Protective Equip	4,817.33	0.00	0.00	0.00	0.00	0.00	4,817.33
06 625 Turnouts	14,636.57	0.00	0.00	0.00	0.00	0.00	14,636.57
06 615 Uniforms	6,754.74	0.00	0.00	0.00	0.00	0.00	6,754.74
<b>Total 06 PROTECTIVE EQUIP/UNIFORMS</b>	<b>26,208.64</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>26,208.64</b>
<b>07 ADVERTISING</b>							
07 - 757 Recruitment Advg	1,187.36	0.00	0.00	0.00	0.00	0.00	1,187.36

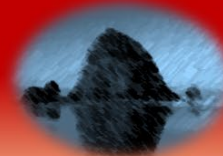
**Cannon Beach Rural Fire Protection District**  
**Statement of Receipts, Disbursements and Changes in Fund Bal**  
**July 2021 through January 2022**

	GENERAL FUND	FIRE CHIEF FUND	APPARATUS & EQ...	CAPITAL PROJEC...	COMMUNITY WAR...	DEBT SERVICE FU...	TOTAL
07 799 Advg - Grant Print Mktg	167.91	0.00	0.00	0.00	0.00	0.00	167.91
Total 07 ADVERTISING	1,355.27	0.00	0.00	0.00	0.00	0.00	1,355.27
Total MATERIALS & SERVICES	248,558.36	0.00	0.00	0.00	0.00	0.00	248,558.36
09 905 Capital Outlay	0.00	0.00	13,646.00	10,317.81	0.00	0.00	23,963.81
Payroll Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	563,977.46	0.00	13,646.00	10,317.81	0.00	0.00	587,941.27
Net Ordinary Income	398,800.27	224,476.07	-13,646.00	-10,317.81	0.00	100,071.89	699,384.42
Other Income/Expense							
Other Income							
Beginning Fund Balance	345,509.86	202,117.93	610,656.94	48,302.47	11,481.08	1,028.83	1,219,097.11
Total Other Income	345,509.86	202,117.93	610,656.94	48,302.47	11,481.08	1,028.83	1,219,097.11
Other Expense							
Debt Service							
Bond Principal	0.00	0.00	0.00	0.00	0.00	100,000.00	100,000.00
Bond Interest	0.00	0.00	0.00	0.00	0.00	5,171.25	5,171.25
Total Debt Service	0.00	0.00	0.00	0.00	0.00	105,171.25	105,171.25
Fire Chief Personal Servies							
FC Salary	0.00	65,954.12	0.00	0.00	0.00	0.00	65,954.12
FC FICA & Other payroll taxes	0.00	5,237.27	0.00	0.00	0.00	0.00	5,237.27
FC Medical Insurance	0.00	17,396.89	0.00	0.00	0.00	0.00	17,396.89
FC Retirement	0.00	27,167.81	0.00	0.00	0.00	0.00	27,167.81
FC Disability Ins	0.00	477.33	0.00	0.00	0.00	0.00	477.33
Total Fire Chief Personal Servies	0.00	116,233.42	0.00	0.00	0.00	0.00	116,233.42
Fire Chief Materials & Services							
FC Training & Travel	0.00	746.99	0.00	0.00	0.00	0.00	746.99
FC District Housing	0.00	3,400.00	0.00	0.00	0.00	0.00	3,400.00
Total Fire Chief Materials & Services	0.00	4,146.99	0.00	0.00	0.00	0.00	4,146.99
Total Other Expense	0.00	120,380.41	0.00	0.00	0.00	105,171.25	225,551.66
Net Other Income	345,509.86	81,737.52	610,656.94	48,302.47	11,481.08	-104,142.42	993,545.45
Net Income	744,310.13	306,213.59	597,010.94	37,984.66	11,481.08	-4,070.53	1,692,929.87



# Cannon Beach Fire & Rescue

188 SUNSET BLVD · CANNON BEACH OR 97110  
(503) 436-2949 · EMERGENCY DIAL 9-1-1



## Fire Chief Report

Reporting Period: December 1, 2021 – December 31, 2021

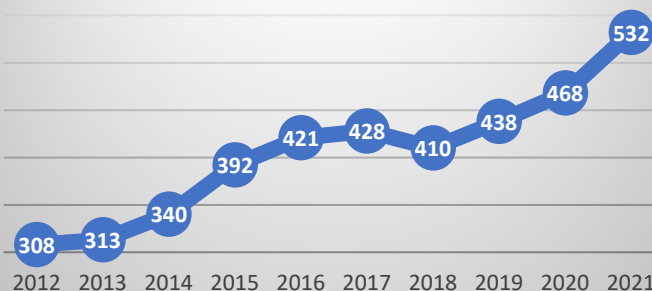
### RESPONSE DATA

#### January calls

#### Call Volume Observations

- ✓ 41 calls in January 2022
- ✓ Average for January 2017-2021 is 35

#### Fire Calls



### Projects and Administration

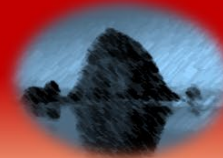
- 🔥 Significant calls or projects.
- 🔥 Conflagration: Have Final payment for 2021 season, working on preparing for 2022 season.
- 🔥 State Parks: First call inside the park since contract ended, will be billing
- 🔥 Strategic Plan: Continue working on community-based strategic plan.
- 🔥 Grants
  - Radios:
    - Portables are ordered
    - Mobile ordered
  - Hose ordered.
  - Exterior lighting grant awarded, \$10,000 with \$10,000 match. Sent RFP out.
  - AFG Grant Applications for:
    - Arch Cape engine
    - Fill station and fit tester
    - Hamlet Engine
    - Hamlet turnouts and air compressor
    - SCBAs and Engine for Elsie





# Cannon Beach Fire & Rescue

188 SUNSET BLVD · CANNON BEACH OR 97110  
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- Seismic Grant: Continue evaluating grant requirements to pre-implementation activities.
- Applied for staff positions through SAFER Grant.
- Applied for regional marking position (Gearhart, Hamlet, Cannon Beach); Gearhart hosted
- 2018 SPIRE grant was finally officially awarded. Have the vehicle, working on putting equipment on to make type 6 brush



Radio system: Moving with county on a regional 911 center



Prepared Food Tax: Legal challenges were dismissed.



Rescue: Still no update on ETA



Hydrants: Continuing in testing phase with maintenance phase completed.



Building: Nothing new to report.



Apparatus

- 3263 back with canopy leak fixed
- 3225 being put in service



Prevention: COVID and headcount continue to be a factor. No prevention plans currently.



Meetings

- County Fire Defense
- City Staff
- City Council
- County Ambulance Service Area Committee
- Communication committee
- Desert with District 3<sup>rd</sup> Tuesday of each month



Recruitment: Ongoing. Two new highly engaged recruits (Wes Zeller and Ananda Osterhaus).



Chief vacation: March 18-22.



Upcoming Events:

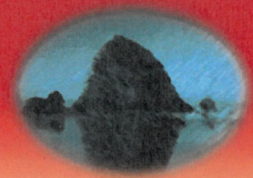
- 3/14/2022: Next Board meeting
- **BUDGET:**
  - ✓ 3/14/2022: Budget Committee Appointment.
  - ✓ 4/21/2022: Publish first notice of Budget Committee Meeting.
  - ✓ 5/5/2022: Publish second notice of Budget Committee Meeting
  - ✓ 5/19/2022: Budget Committee Meeting 6 pm
  - ✓ 5/26/2022: Second Budget Committee Meeting (if needed) 6 pm
  - ✓ 6/2/2022: Publish notice of Budget Hearing
  - ✓ 6/13/2022: Hold Budget Hearing
  - ✓ 6/13/2022: Board Meeting to adopt budget.
  - ✓ 6/27/2022: Submit tax certification document to Assessor and copy to County Clerk.



# Cannon Beach

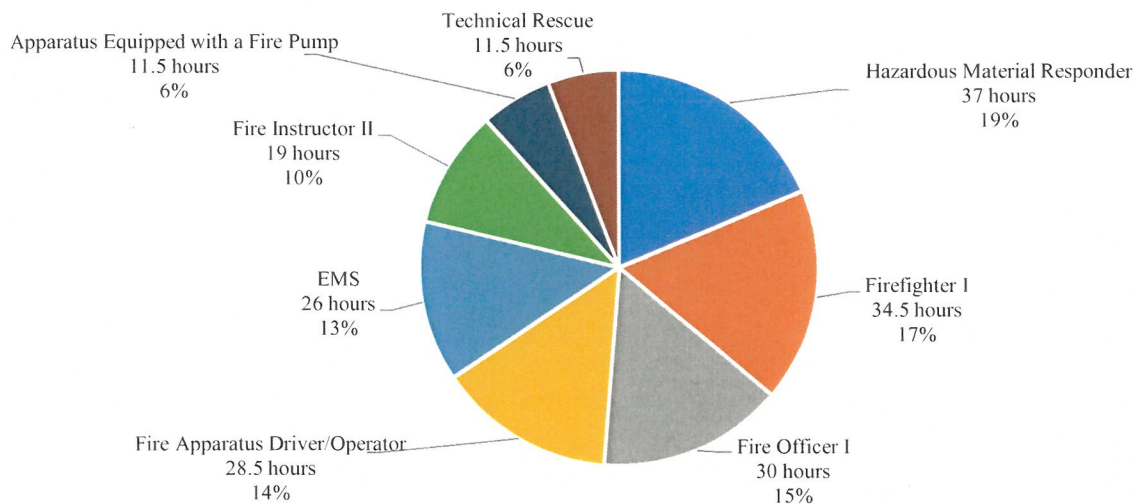
## Rural Fire Protection District

188 SUNSET BLVD · PO BOX 24 · CANNON BEACH OR 97110  
(503) 436-2949 · EMERGENCY DIAL 9-1-1



Hello,

The following is a brief training report for January 2022.



Starting the new year off on a strong note, we were able to log 198 hours of training collectively as a group. Beginning our year off with Hazmat training, we were able to cover how to safely respond to hazmat incidents whether it be within our downtown area, or upon our highway. Next, we covered EMS, followed by the first component of our officer development training which was strategy and tactics training. During this training we discussed common mental thought processes that can be used to properly communicate what is found upon arrival, help determine incident priorities, as well as develop steps to begin mitigating the hazards on scene. After the discussion, personnel were provided scenarios which they had to practice implementing the above processes.

In addition to our planned weekly training nights, several of our volunteers spent many hours of their own time developing their knowledge, skills, and abilities. Our new members worked on completing their hands-on portion of their training to include PPE and SCBA donning, as well as completed a confidence course that did just that, build their confidence breathing and working while wearing their SCBA packs. Additionally, several of members logged hours completing their NFPA Driver/ Operator training which enables them to operate our utility vehicles in non-emergency operations. As well as several worked towards getting signed off to operate our engines.

Lastly, several of our members attended Instructor II, which was hosted by the OSFM, and others jointly trained with Seaside, and Gearhart Fire on swift water rescue operations. Here, members practiced safely operating and navigating in a moving river, as well as practiced utilizing rescue throw ropes to extricate “victims” in the water.

As for an update from me, other than attending several departmental meetings, my month was spent training the new recruits, aspiring drivers, placing our new iPads into service, as well as preparing training evolutions for February’s training.