



REDMOND FIRE & RESCUE  
341 NW DOGWOOD AVENUE  
BOARD MEETING AGENDA  
July 20, 2022 @ 9:30 a.m.

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. AGENDA CHANGES**

**5. PACKET DOCUMENTS FOR INFORMATION ONLY**

- a. Citizen Compliment

**6. CONSENT AGENDA**

- a. Meeting Minutes – June 15, 2022

**7. PUBLIC COMMENTS**

- a. Kevin Broadsword

**8. PUBLIC PRESENTATION**

**9. REPORTS**

ADMINISTRATION/AMBULANCE BILLING – Office Administrator Diane Cox

- a. Monthly Ambulance Billing Report

**10. ACTION ITEMS**

- a. RESOLUTION NO. 2022-07 – Office Administrator Diane Cox  
Adopting the Fee Schedule

- b. APPARATUS PURCHASE – CFO Jodi Burch

- c. APPARATUS PURCHASE FINANCING – CFO Jodi Burch

**11. FIRE CHIEF REPORT**

**12. NEW BUSINESS**

**13. OLD BUSINESS**

**14. BOARD MEMBER COMMENTS**

**15. BOARD PRESIDENT COMMENTS**

**16. ADJOURN**

Members of the public who wish to attend the meeting virtually may do so by joining from your computer, tablet or smartphone at <https://global.gotomeeting.com/join/797053381>. Or you can dial in using your phone to 1(408) 650-3123 at the designated time and enter the access code 797-053-381.

Anyone needing accommodation to participate in the meeting must notify Diane Cox at least 48 hours in advance of the meeting at 541-504-5020 or [diane.cox@redmondfireandrescue.org](mailto:diane.cox@redmondfireandrescue.org). Redmond Fire & Rescue does not discriminate on the basis of disability status in the admission or access to treatment, employment or in its programs or activities.

COMPLAINT/COMPLIMENT RECORD FORM



REDMOND FIRE & RESCUE
341 NW DOGWOOD AVENUE
REDMOND, OR 97756
Phone: (54) 504-5000
Fax: (541) 526-1254

Rec'd by: Becki
Date: 6/14/22
Time: 10:30 Am

Name: Miriam Address:

City: Redmond State: OR Zip: 97756

Home Phone: Work Phone: Email:

Date of Incident: 5/9/22 Time of Incident: 21:11 - Call

Location of Incident:

Complaint is about... [ ] Fire Services [X] Medical Services [ ] Prevention Services [ ] Administration

Describe the complaint and resolution: Patient's wife called and stated that her husband had passed due to his medical issues, however, she wanted to share that she was very happy with the care her husband received from our crews. They were very compassionate and caring while providing excellent care. She does not wish to be contacted further.

Please allow two weeks for the investigation and processing of this complaint. If more time is necessary you will be contacted. A copy of this complaint will be forwarded to the Fire Chief for Final Review.

Investigation Assigned To: Assigned Date:

Investigator Determination:

Follow-Up Action:

Final Review and Approval: , Deputy Chief , Fire Chief Date:

Crews on this call 2076 Chris Kraft, Robert Crye, Malakye Means

REDMOND FIRE & RESCUE  
BOARD MEETING MINUTES  
June 15, 2022

BOARD PRESENT: Vice President Gary Ollerenshaw, Secretary/Treasurer Craig Unger, Member Ken Kerfoot, and Member Jessica Meyer.

STAFF PRESENT: Fire Chief Pat Dale, Chief Financial Officer Jodi Burch, Office Administrator Diane Cox, Fire Marshal Tom Mooney, Deputy Fire Marshal Wade Gibson, Battalion Chief Garrick Terry, Battalion Chief Steve Fiero, Captain Josh Clark, Captain Bill Welch, Engineer Nick Lyman, Engineer Kevin Broadsword, Engineer Brandon Hargous, FF/PM Sean Fortune, Paramedic Logan Strubhar, EMT Emmett Willis, Administrative Assistant Jessica Jackson, and Administrative Assistant Shannon Biondi.

STAFF ABSENT: None

PUBLIC PRESENT: None

CALL TO ORDER: Vice President Ollerenshaw called the meeting to order at 9:30 am.

ROLL CALL: President Penhollow was absent.

AGENDA CHANGES: None

CONSENT AGENDA:

1. Meeting Minutes – May 18, 2022

Board Member Unger made a motion to approve the Consent Agenda as presented. The motion was seconded by Board Member Kerfoot and approved by unanimous vote.

PUBLIC COMMENTS: None

PUBLIC PRESENTATION: None

REPORTS:

1. Financial - CFO Jodi Burch
  - a. Monthly Financial Review
2. Administrative/Ambulance Billing-Office Administrator Diane Cox
  - b. Monthly Ambulance Billing Report

ACTION ITEMS:

1. Resolution NO. 2022-05 - CFO Jodi Burch
  - a. Adopting Supplemental Budget #3

Board Member Unger made a motion to approve Resolution NO. 2022-05. The motion was seconded by Board Member Kerfoot and approved by unanimous vote.

2. Resolution NO. 2022-06 - CFO Jodi Burch
  - a. The Public Hearing opened at 9:41am for the reading of Resolution Adopting the Fiscal Year 2022-2023 Budget, Making Appropriations and Levying/Categorizing the Tax.
  - b. The Public Hearing closed at 9:42am

Board Member Unger made a motion to approve Resolution NO. 2022-06. The motion was seconded by Board Member Kerfoot and approved by unanimous vote.

3. Apparatus Purchase-Fire Chief Pat Dale
  - a. The purchase of two Fire engines is included in the 2022/2023 budget.
  - b. The Board gives CFO Burch the go ahead to research the financing and report back at the July meeting.

4. Ordinance NO. 5
  - a. The Public Hearing opened at 9:48am for the second reading of Ordinance No. 5 by title only.

Board Member Meyer made a motion to approve the second reading of the ordinance. The motion was seconded by Board Member Ollerenshaw and approved by unanimous vote.

- b. The Public Hearing closed at 9:55am after the second reading of the Ordinance NO. 5.

Board Member Unger made a motion to adopt Ordinance NO. 5. The motion was seconded by Board Member Kerfoot and approved by unanimous vote.

Roll Call Vote: President Penhollow-absent; Vice-President Ollerenshaw-aye; Secretary/Treasurer Unger-aye; Member Kerfoot-aye; Member Meyer-aye.

#### FIRE CHIEF COMMENTS: Pat Dale

1. Open positions
  - a. Deputy Chief
  - b. Chief of Operations
  - c. Sent out email internally to gauge interest which closes 6/24.
2. Grant Received
  - a. RF& R received a \$35,000 grant from the Oregon State Fire Marshal's Office for 2022 Wildfire Staffing.
3. Firehouse News
  - a. Started sending out weekly newsletter from Chief Dale to members.
4. SCBA
  - a. The new SCBAs have arrived and will be deployed soon.
5. Blue Card Mayday
  - a. Chief Dale is teaching a Blue Card Mayday class to our members and outside agencies.

NEW BUSINESS: None

OLD BUSINESS: None

BOARD MEMBER COMMENTS: None

BOARD PRESIDENT COMMENTS: None

ADJOURN: Being no further business, Board Member Kerfoot moved to adjourn. The motion was seconded by Board Member Meyer and was approved by unanimous vote. The meeting was adjourned at 10:05 am.

Approved:

	July 20, 2022
_____ Gary Ollerenshaw, Vice-President	Date

	July 20, 2022
_____ Craig Unger, Secretary/Treasurer	Date

Attest:

	July 20, 2022
_____ Shannon Biondi, Administrative Assistant	Date



Redmond Fire & Rescue  
Ambulance Billing Report July 2022

<b>HealthEMS RevNet</b>	
June Charges	(Net) 399,373
June Payments	307,964
June Write Offs	(17,687)
FireMed	\$ 1,058.15 (8 claims)
Collections	16,628.11 (26 claims)
Management	0.81 (1 claim)
YTD Accounts Receivable (06/30/2022)	447,096
Billed through 06/29/2022 as of 06/30/2022	

<b>FireMed Statistics</b>	<b>May</b>	<b>YTD</b>
FireMed Member Payment	4,429.17	50,591.34
Donations	0.00	195.50
Patient Account Write-Offs	(1,298.63)	(15,628.12)
Life Flight Management Fee	(1,107.29)	(11,540.55)
FireMed Revenue	2,023.25	21,047.16

YTD is fiscal year July 1, 2021 – June 30, 2022

**REDMOND FIRE & RESCUE**

**EXHIBIT A**

**FEE SCHEDULE**

**EFFECTIVE July 20, 2022**

<b>DEPARTMENT / ITEM DESCRIPTION</b>	<b>FEE</b>
<b>EMERGENCY MEDICAL SERVICES FEES:</b>	
<b>Ambulance Transport – Base Rate</b>	
Basic Life Support (BLS)	\$1,375.00
Advanced Life Support (ALS)	\$1,850.00
Advanced Life Support (ALS 2)	\$1,850.00
Specialty Care Transport (SCT)	\$1,850.00
<b>Non-Transport</b>	
Non-medical call system abuse, after third abuse	\$250.00
Helicopter Preparation (Fee is assessed to prepare patients for transport by helicopter)	\$425.00
Medical Treatment provided (no ground or air transport)	\$250.00
<b>Mileage Rates</b>	
All Transports	\$ 18.00 per patient loaded mile
<b>Contracts</b>	
<b>CCT Contract</b>	
Ambulance Rental	\$50.00 per hour (2 hour minimum)
Mileage	\$18.00 per mile
Firefighter/Paramedic	\$38.94 per employee per hour (Billed to next ¼ hour)
Paramedic	\$26.26 per employee per hour (Billed to next ¼ hour)
EMT	\$ 24.17 per employee per hour (Billed to next ¼ hour)
<b>FireMed Membership</b>	\$ 50.00 annual fee

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<b>Special Events (Non-911 Standby)</b>	
Battalion Chief	\$55.62 per employee per hour (Billed to next ¼ hour)
Captain	\$49.62 per employee per hour (Billed to next ¼ hour)
Engineer	\$43.96 per employee per hour (Billed to next ¼ hour)
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Paramedic	\$26.26 per employee per hour (Billed to next ¼ hour)
EMT	\$24.17 per employee per hour (Billed to next ¼ hour)
Ambulances/Vehicles	\$50.00 per ambulance/vehicle per hour
OHV Vehicle	\$250.00 per day
Rubber Raft	\$25.00 per hour
Extrication - 1st hour, plus personnel charges	\$100.00 per hour
Extrication - Additional hours, plus personnel charges	\$50.00 per hour
Specialty Rescue - 1st hour, plus personnel charges	\$100.00 per hour
Specialty Rescue - Additional hours, plus personnel charges	\$50.00 per hour

<b>Rescues (911 Standby)</b>	
<b>Battalion Chief</b>	\$55.62 per employee per hour (Billed to next ¼ hour)
<b>Captain</b>	\$49.62 per employee per hour (Billed to next ¼ hour)
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Specialty Rescue - Additional hours, plus personnel charges	\$50.00 per hour
<b>Agreements</b>	
St. Charles Redmond MRI Transfers	\$300.00 each transport

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**Hazardous Materials**

Rates are determined by the State of Oregon's "Intergovernmental Agreement for Regional Hazardous Materials Emergency Response Teams Services." Actual costs incurred for any material or supplies used while mitigating an incident. Actual costs for any meals required by personnel. Actual costs for repair, maintenance or replacement of any apparatus or equipment damaged or destroyed while mitigating an incident.

A ten percent (10%) administrative fee (based on total bill) for billing and administration.

**Fire Suppression**

Rates are determined by the State of Oregon's most current edition of "Oregon Fire Service Mobilization Plan." Actual costs incurred for any material or supplies used while mitigating an incident. Actual costs for any meals required by personnel. Actual costs for repair, maintenance or replacement of any apparatus or equipment damaged or destroyed while mitigating an incident.

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**Conflagration**

Rates are determined by State of Oregon's Conflagration Plan Rates.

STATE OF OREGON CONFLAGRATION RATES 7/2015

Following rates are subject to change.

**Personnel**

Paid	Actual wage per hour + benefit cost OT applies per hour
Call Back	Actual cost wage + benefit OT per hour
Volunteer	\$ 15.00 per hour

**Equipment**

Engine: GPM 1000+/Tank 400 gal Type I	\$100.00 per hour
Engine: GPM 500-1000/Tank 400 gal Type II	\$ 80.00 per hour
Brush Engine: GPM 120/>300 gal Type III	\$ 60.00 per hour
Water Tender: 300 GPM / 2000 – 3000 gal Type I	\$ 70.00 per hour
Truck: Aerial Type I	\$150.00 per hour
Truck: Elevated Master Stream Type I	\$150.00 per hour
Equipment/Personnel	\$ 20.00 per hour (when in use)
Command Vehicle	<del>\$ 35.00</del> per hour
Rescue Vehicle	\$ 40.00 per hour
Repairs to Apparatus	Actual Cost
Lost Apparatus/Equipment	Actual List Cost

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<b>Fire Administration</b>	
<b>Public Records Request/Document Request:</b>	
Fire/ <u>Investigation</u> /Ambulance Report	\$10.00 first 10 pages; .25 each additional page
Address Signs	\$10.00
Photo copies (B&W only)	\$ .25 per page
Staff time (gather, research, copy, send)	\$35.00 per hour
Postage	Actual Cost
FAX	\$ 1.00 per page
NSF Check Fee	\$35.00 (or actual bank charge)
Media Recordings	\$20.00
Attorney Fees	\$226.00 per hour
<b>Training Room Usage Fee: charged to priority 4 users</b>	
West or East Side	\$50.00 first 4 hours; \$10.00 each additional hour
Both Sides	\$75.00 first 4 hours; \$10.00 each additional hour
<b>Cleaning Fees: charged when serving refreshments at meetings</b>	
Non-Refundable Cleaning Charge Priority 3 Users	\$25.00 less than 50 attendees/ \$ 50.00 for 50 or more attendees
Non-Refundable Cleaning Charge Priority 4 Users	\$25.00 less than 50 attendees/ \$100.00 for 50 or more attendees
Damages	Actual repair / replacement costs
Coffee	\$10.00 per pot
<b>Existing Building Inspections:</b>	
Initial Inspection and First Re-inspection	No charge
<u>Delinquent</u> Re-Inspection	<u>\$260.00 per reinspection</u>
▼	▼
▼	▼
<b><u>Fire Code Violations</u></b>	
<u>Violation of any provision of ORS 478.930</u>	<u>\$260 per violation per day</u>
<u>Fire lane violation (ORS 811.550)</u>	<u>\$50.00</u>
<u>Nuisance Fire Alarms</u>	<u>\$100.00</u>
<u>Open Burning violation (ORS 478.990)</u>	<u>Maximum fine \$6,250.00</u>
<u>Burning without a permit</u>	<u>\$260.00</u>

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<b>Fire &amp; Life Safety Permit Fees</b>	
<u>Commercial Plan Review</u>	<u>\$250.00</u>
<u>Residential Plan Review</u>	<u>\$100.00</u>
<u>Private Hydrant and Private Fire Lane Plan Review</u>	<u>\$100.00</u>
<u>Fire Sprinkler Plan Review</u>	<u>\$100.00</u>
<u>Fire Alarm Plan Review</u>	<u>\$100.00</u>
<u>Pre-Fire Final Walk Through</u>	<u>\$100.00</u>
<u>Cannabis Extraction Facility Approval</u>	<u>\$400.00</u>
<u>Exterior Flammable or Combustible Tank &gt; 1,000 gallons</u>	<u>\$240.00</u>
<u>Exterior LPG Tank Installation &gt; 2,000 gallons</u>	<u>\$240.00</u>
<u>Exterior Toxic, Pyrophoric or Corrosive Gas Installation</u>	<u>\$80 per hour</u>
<u>Exterior Tank Installation, other (Nitrogen, CO2, etc.)</u>	<u>\$240.00</u>
<b>Fireworks</b>	
<u>Fireworks retail sales application fee</u>	<u>\$75.00</u>
<u>Fireworks public display</u>	<u>\$100.00</u>
<b>Outdoor Special Event Permit Fee</b>	
<u>Events within District with more than 500 persons in attendance</u>	<u>\$100.00</u>
<b>Mobile Emergency Responder Radio Coverage (MERRC)</b>	
<u>0 to 50,000 sq. ft.</u>	<u>\$0.50 per sq. ft</u>
<u>Additional sq. ft. from 50,001 to 100,000</u>	<u>\$0.30 per sq. ft</u>
<u>Additional sq. ft. exceeding 100,000</u>	<u>\$0.10 per sq. ft</u>
<b>Fire Extinguisher Training:</b>	
<u>with Live Fire Training</u>	<u>\$56.00 per hour</u>
<u>Class Only</u>	<u>No Charge</u>
<u>▼</u>	<u>▼</u>
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**REDMOND FIRE & RESCUE  
RESOLUTION NO. 2022-07**

**A RESOLUTION OF REDMOND FIRE & RESCUE ESTABLISHING DISTRICT FEES  
AND CHARGES.**

**WHEREAS**, a motion was made at the July 20, 2022 Fire Board Meeting to adopt the District Fees and Charges.

**WHEREAS**, the Board voted to adopt the fees and charges outlined in Exhibit A.

**NOW, THEREFORE**, be it resolved that the District Fees and Charges are adopted as written.

The above resolution statements are **ADOPTED** by the District Board and **SIGNED** by the Board President this 20<sup>th</sup> day of July, 2022.

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Carroll Penhollow, Board Chairman

ATTEST:

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Diane Cox, District Recorder

**REDMOND FIRE & RESCUE****EXHIBIT A****FEE SCHEDULE****EFFECTIVE July 20, 2022**

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Nuisance Fire Alarms	\$100.00
Open Burning violation (ORS 478.990)	Maximum fine \$6,250.00
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<b>Fire &amp; Life Safety Permit Fees</b>	
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<b>Mobile Emergency Responder Radio Coverage (MERRC)</b>	
0 to 50,000 sq. ft.	\$0.50 per sq. ft
Additional sq. ft. from 50,001 to 100,000	\$0.30 per sq. ft
Additional sq. ft. exceeding 100,000	\$0.10 per sq. ft
<b>Fire Extinguisher Training:</b>	
with Live Fire Training	\$56.00 per hour
Class Only	No Charge