



ESTACADA FIRE DISTRICT #69
2022 – 2023
BUDGET DOCUMENT



ESTACADA FIRE DISTRICT #69

**Fiscal Year 2022 - 23
Budget Document**



**445 SE Currin Street
Estacada OR 97023
503-630-7712
www.estacadafire.org**

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ESTACADA FIRE DISTRICT #69



INTRODUCTION and PROFILE

FISCAL YEAR 2022 – 2023 PROPOSED BUDGET DOCUMENT

Introduction of Members

Fiscal Year 2022 – 2023

BOARD OF DIRECTORS

As of April 2022

	<u>Term Expires</u>
Mathew Silva, President	June 30, 2025
Paul Miller, Vice President	June 30, 2023
John McAdoo, Treasurer	June 30, 2023
Ken Oliver, Vice President	June 30, 2023
Matt Day, Director	June 30, 2025

BUDGET COMMITTEE

As of April 2022

<u>Term Expires</u>	
Maureen Stevens	June 30, 2022
Karen Hovda	June 30, 2023
Michael Silva	June 30, 2023
Bruce Lalonde	June 30, 2024

District Executive Staff

As of April 2022

Ian O'Connor, Fire Chief	Serving since 2021
Joseph Smith, Deputy Chief	Serving since 2021
Alan Lashbrook, Assistant Chief	Serving since 2021
Cheryl Lashbrook, Administrative Manager	Serving since 2021
Nicole Meyer, Finance Officer	Serving since 2022

Mission, Vision and Values Statements

Fiscal Year 2022 – 2023

Mission Statement

“To serve our community by providing quality fire and life safety services.”

Vision Statement

“To become a premier agency and model within the fire service.” This shall be accomplished through:

- Treating people with courtesy, dignity, and respect
- Being good stewards of the district’s resources
- Making data driven decisions
- Embracing change
- Providing training to support the development and growth of our members

Core Value Statement

Organizational Core Values determine our image. The image of the district is exemplified by each individual. Our collective professionalism is the integrity of our organization. Membership within ERFD means that each person must value the personal needs and aspirations of others.

We strive to exemplify the following values:

Dedication – We serve our community and each other.

Responsibility – We hold ourselves accountable for our actions and inactions.

Integrity – We will remain ethical and honest at all times.

Vision – We plan and work towards common goals.

Excellence – We strive to better ourselves.

The acronym for these core values is D.R.I.V.E. We will continually check ourselves and each other to ensure that we have D.R.I.V.E. Each individual can and will make a difference. Every member is expected to accomplish their own tasks with a sense of duty, respect, and honor to the district and their fellow members as it pertains to the organizational vision, mission, and core values.

Personnel Summary – All Funds

Fiscal Year 2022 – 2023

Proposed

<u>2022-23</u>	<u>2021-22</u>	<u>2020-21</u>	<u>2019-20</u>	<u>2018-19</u>	<u>2017-18</u>
<u>Chief Officers</u>					
Fire Chief	1.0	1.0	0.25	0.0	1.0
Deputy Chief	1.0	1.0	0.10	0.0	1.0
<u>FF/EMS Staff</u>					
Deputy Fire Marshal	1.0	0.25	0.0	0.0	0.0
Lieutenant	3.0	3.0	0.08	3.0	3.0
Firefighter	6.0	6.0	0.08	6.0	6.0
Firefighter – SAFER	6.0	0.0	0.0	0.0	0.0
<u>Other Support Staff</u>					
Admin. Manager	1.0	1.0	0.25	1.0	1.0
Finance Officer	0.75	0.50	0.10	0.0	1.0
Total FTE	19.75	12.75	2.3	10.0	13.0

Budget Summary

Fiscal Year 2022 - 2023

Review of the Past Year

July 1, 2021 was a historic moment for Estacada Fire District and a rare moment for the fire service as the district parted ways with Clackamas Fire District after a previous 18-month contract for services and the district once again restarted as the reformed Estacada Fire District.

The District rehired new staff to begin providing emergency services to the community. A Fire Chief, Deputy Chief, Deputy Fire Marshal, 3 Lieutenants, 6 Firefighters, Administrative Manager, and a part time Finance Officer all started new positions in the 2021-2022 fiscal year.

The district will go into the new fiscal year with all positions filled and fully operational.

Additional grant funding was received in fiscal year 2021/2022 to assist with start-up costs and for future wildland fire preparedness following the historic Oregon fire storm in September 2020, more specifically the Riverside Fire that directly impacted Estacada. \$280,900 was given via the American Rescue Plan Act (ARPA) from the state of Oregon with the help of state senators and representatives. Additional funding was received as part of the Wildland Urban Interface (WUI) grant from the Oregon State Fire Marshal's Office for \$1,149,500. Most of these WUI funds will be carried over into the new budget year as these funds are mostly ear-marked for apparatus. A brush engine and interface engine are on order with delivery expected in September 2022. A new water tender is also anticipated as part of the grant with planning and construction of the new vehicle beginning in the new fiscal year.

The district has applied for FEMA grant funding from the Assistance to Firefighters (AFG). We have requested \$576,020 from AFG to purchase personal protective equipment, extrication equipment and physical fitness equipment. This grant has a match of \$28,801 from the district if we are successful. A successful award from AFG will allow us to save funds from materials & services as those costs would be covered by the AFG grant.

We requested funding from the SAFER grant for two program areas, firefighter staffing and volunteer recruitment and retention. The firefighter staffing grant totals \$2,326,698 over a three-year period with no matching funds due from the district. First year expenditures for this grant would total \$708,618. The Volunteer Recruitment and Retention grant request is for \$907,248 over a four-year period with no match from the district and would fund a recruitment and retention coordinator, length of service awards program (LOSAP), EMT tuition assistance, marketing materials and a volunteer stipend program. If awarded, first year expenditures are expected to be \$190,507. If awarded the district will need to accept the award of funding. No funds for these program areas will be spent unless official notice of award is received.

Not all positions budgeted for were filled as some changes to the organizational makeup and command structure were molded to fit the needs of the district. Those positions that went unfilled, in addition to the grant funding already received, staff have been successful at saving funds to allow for a larger carry over that will help strengthen the district's capital reserve, increase contingency and the district's overall financial health.

Division Goals & Objectives

Fiscal year 2022 - 2023

Operations

With the re-start of the fire district in July 2021 we are constantly adapting to the demands placed on us by the stakeholders. Response plans are changing to adjust to staffing models we have budgeted for and increased call volume, specifically the ability to handle more than one incident at a time. The members of the fire district, both career and volunteer, continue to provide superior service to our citizens and visitors to this beautiful and vibrant community. To continue this exemplary service, we must look to the future. What can we expect and where are we going?

In the first six months of service to Estacada we responded to 745 calls for service. Roughly 80% of those incidents involving a medical issue. Our city government is expecting a population growth that will triple the city population over the next five years. To meet this growth the Operations Division is planning the following:

- Increase the number of trained, active volunteers.
- Increase capacity of needed firefighter, EMS and rescue equipment.
- Mapping and statistics to supply accurate information for expansion of district services to meet the demand.
- Professional development of our firefighters both career and volunteer.
- Expanding services to include technical rescue skills and abilities.
- Continued updating and evaluation of our capital improvement plan and needs.
- Increase quantity and quality of EMS training to provide exceptional emergency medical services.
- Development of our ancillary services such as the Chaplain program and CERT.

Training

Training is one of the most important parts of our job. Being prepared to provide emergency services of all kinds to the community requires education and training. Most of our career and volunteer workforce have less than two years of experience. Our firefighters are highly motivated and recognize the necessity for training.

At the inception of our restart, we conducted two volunteer firefighter academies simultaneously and completed a two-week orientation academy for incoming career personnel. As we have progressed throughout the year trying to advance our training program, we have been constrained by the Covid-19 pandemic that has all but shut down planned training. As we enter the end of the pandemic, we are ramping up training opportunities to ensure we have highly skilled responders to serve the community. The coming year looks promising to pursue internal and external training opportunities.

Moving forward we will pursue the following training:

- Continued quality ongoing firefighter/EMS/Rescue training
- NFPA Firefighter 2 Academy fall 2022
- NFPA Firefighter 1 academy spring 2023
- Wildland firefighter courses and certifications
- Emergency Driving and Pumper Operator
- Increase quantity and quality of EMS training
- Certify all combat volunteers to a minimum level of Emergency Medical Responder
- Continue to work towards firefighter skill proficiency
- Technical rescue awareness and skills

Logistics

The logistical needs of the district have been tremendous as part of the restart. The district had an inadequate supply of uniforms and personal protective equipment for the number of firefighters working here. The call for volunteers was heard and accepted by the community to provide service. These people need to be adequately trained and supplied with proper PPE and uniforms. Logistical supply issues that are beyond our control have had a serious negative impact on our ability to provide this needed gear. We currently rent fourteen sets of PPE costing the district approximately \$500 a set for every three months while we wait for permanent PPE to arrive. Without this PPE we are unable to provide fire services and meet minimum OSHA standards. This next year will require a large investment in PPE and uniforms to adequately outfit our firefighters assuming supply chains catch up to the demand.

The district currently has one Type 3 engine and one Type 6 engine on order with expected delivery in the fall of 2022. These are the results of WUI grant funds. We will also be pursuing a new water tender to be built next year which is also funded by the WUI grant. These new apparatus will change the look of our fleet and increase our response capabilities. In addition to this new apparatus, we have been able to buy wildland firefighting equipment, EMS equipment and radios as part of the grant.

EMS

Estacada Fire District provides advanced life support (ALS) service 24 hours a day and supplements its ALS capacity with Emergency Medical Responders and EMT's.

We continue to upgrade equipment and look for new technology to put our patient care at the forefront of emergency medical services in Clackamas County. Currently, six career firefighters and one volunteer maintain their paramedic licenses; an additional five career and six volunteers are licensed as EMT's. Twelve volunteers recently became certified as emergency medical responders.

Equipment vital to the citizens we treat for medical and traumatic emergencies needs to be upgraded or replaced consistently to meet medical guidelines. Suggested manufacturer service life for cardiac monitors is eight years. We will utilize grant funding to replace monitors.

EMS training for our providers is essential. Current program costs include recertification and requirements from the Oregon Health Authority. Courses to consider in the next fiscal year include new products in servicing, documentation, Advanced Cardiac Life Support (ACLS), and trauma courses.

History of the District

Fiscal year 2022 – 2023

- 1901 – Estacada Fire Department created by the Railway Company.
- 1904 – City of Estacada was created; the first city fire hydrants were installed.
- 1906 – The first fire station was located at SE Broadway and SE 4th Ave.
- 1922 - The first motorized fire truck was a 1922 Ford Model “T”. The volunteers at that time used their ingenuity and converted it to a fire engine. They then added ladders and tools to make it more useful. The truck supplied many years of service before being taken out of service.
- 1923 – Major fire burned several buildings on the East side of Broadway before being brought under control by volunteer firefighters.
- 1938 - A new city hall/fire station was constructed. This building is still in use today. Fire engines sit where city offices are currently in use.
- 1938 - The first new fire engine was bought by the city during the construction of the new building. It had a 500-gallon tank, a 500 gallon per minute pump, and was built by the Howard Cooper Company.
- 1950 - A fire pole that was used to quickly get to the fire engines from the second floor was removed.
- 1964 – The current Estacada Fire Station was built using bond funds. The district responded to 100 calls the year. No career firefighters lived here, and no volunteers stayed overnight.
- 1965 - Estacada city fire department and the Currinsville-Cazadero Rural Fire Protection District were combined to be known as Estacada Rural Fire Protection District.
- 2020 – Estacada Fire District enters into an agreement with Clackamas Fire District to contract for full services. September 2020 the Riverside Fire burns 150,000 acres and into parts of the Estacada Fire District.
- 2021 – Estacada Fire District restarts following dissolution of a contract for services with Clackamas Fire District.

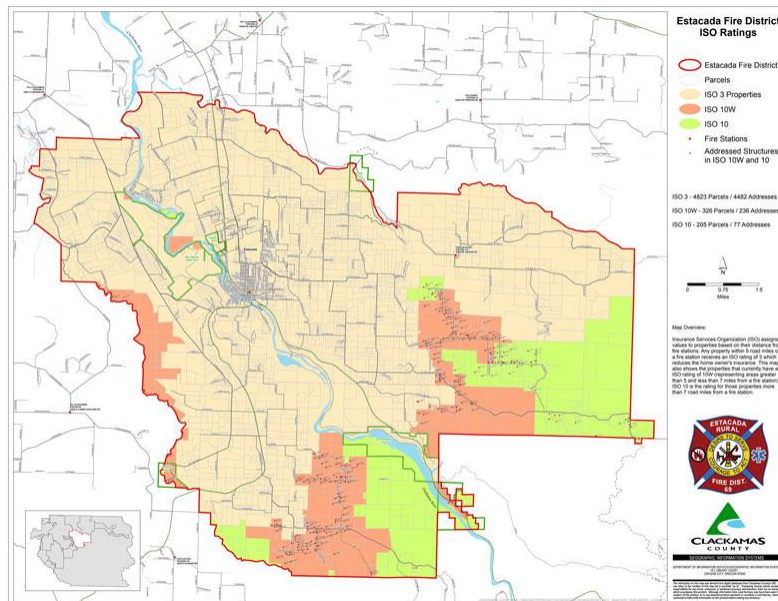
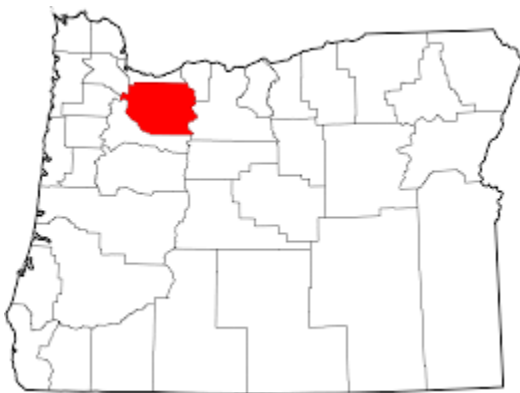
Community Demographics

Fiscal Year 2022 – 2023

Formed in 1965, Estacada Fire District is a Special District governed by an elected 5-member Board of Directors. The Fire Chief reports directly to the Fire Board. The Fire District serves 88 square miles with a population of over 14,000 from one combination staffed career/volunteer station and one volunteer sub-station. We enjoy an ISO Class 3 rating for structures within 5 miles of a fire station: a class 10 for those beyond 5 miles. Our tax rate is \$2.40 per thousand dollars of assessed valuation, with annual property tax receivables of about \$3.7 million.

Estimated Population and Demographics

City of Estacada – 4,400, 2.32 square miles, founded in 1905



Budget Message

Fiscal Year 2022 – 2023

March 30, 2022

Budget Committee Members and Citizens
Estacada Fire District #69
Estacada OR

Budget Committee Members and Citizens:

I am pleased to present to you the 2022 – 2023 fiscal year proposed budget for Estacada Fire District. This budget is prepared for your review and approval consistent with the District's vision, mission, and goals. In addition, it is prepared in compliance with generally accepted accounting principles (GAAP) and Oregon Budget Law. This budget is intended to serve as a financial plan, policy document, communications device and operations guide.

The vision for the district is to be a premier agency and model within the fire service industry. The mission of the district is to serve our community by providing quality fire and life safety services. District goals have been reviewed by staff assessing current and future needs. Tentative timelines taking into consideration local and national factors have been established for achieving progress.

In the annual budgeting process, there are several known or estimated factors which help to shape the basic structure of the budget and prioritize spending. The District uses an accrual basis of accounting for cash carry forward, the collective bargaining agreement, known contracts, governmental agreements, and existing district policy and industry pay scale to set salaries for all staff. Annual updates take place to notify the District of benefits changes by providers. Spending trends, inflation, and community factors of the District are analyzed to estimate future costs of utilities, maintenance, and vehicle/apparatus operating costs. Clackamas County Tax Assessor's Office provides estimates of the Districts property values each spring to help forecast potential revenue for the upcoming year. Tax revenue, interest and miscellaneous revenue are analyzed to take a conservative approach toward annual revenues to balance the budget.

For the FY 2022 – 2023 budget development, the focus has been on full financial support for the development of all District positions, programs, capital purchases and improvements, and maintaining and improving services. These services enable us to effectively plan and manage objectives. District members were provided the opportunity for input through the District's

Budget Consideration Request Form. Those requests were approved or denied using the proper chain of command. The division goals, future needs and availability of funds for the fiscal year were used to decide which expenses were possible for the upcoming budget year.

As a service organization, our product is not a physical item, it is people. We must provide a strong, efficient and effective service to the community we serve.

Key accomplishments for the fiscal year 2021 – 2022 include:

- Fire District autonomy following dissolution of services contract with Clackamas County Fire District.
- Effective volunteer response program.
- Provide effective, quality, emergency services to the community.
- Hire and maintain all career positions.
- Successful volunteer academy with >80% retention rate of candidates.
- Obtain Wildland Urban Interface (WUI) and American Recovery Plan Act (ARPA) grants.
- Finalize build on Type 3 and 6 engines with grant funds.
- Purchase new staff vehicle with grant funds.
- Rebuilding of fire prevention and training programs.
- Attain DEA license and compliance.
- Navigate COVID pandemic and associated regulations.

Key Economic Factors and Assumptions

The District has identified several key local factors which affect the development of the 2022 – 2023 fiscal year budget that guide our ability to provide service.

- The economic impact of COVID-19 pandemic continues throughout the world, nation, state and locally. While there appears to be an end to the pandemic on site, officials continue to caution of new strains and threats.
- Inflation continues at rates that haven't been experienced in 40 years.
- Supply and logistical issues continue with a national workforce hesitant to return to full-time employment and political struggles with overseas suppliers.
- This year's Cost of Living Allowance (COLA) based on CPI is 5%
- The Districts insurance providers and economic advisors are planning for an 8% increase in general for all supplies and services.
- Continued new construction and population growth including subdivisions and industrial development will affect call volume.

- Hwy 224 into the Riverside Fire burn area is expected to re-open which will affect call volume.
- Taxpayers will continue to demand increased services, reduced taxes and government accountability; expecting the District to do more with less.

Long Range Financial Planning

The District is committed to long range financial planning as a tool to meet District goals and objectives, maintain expenditures at levels that do not exceed revenues and to determine the impact of various “what if” scenarios. With this financial planning commitment, the District will continue to be financially stable and remain focused on mission critical needs. In particular, the District’s financial goals include working toward increasing reserve savings for capital needs and replacement and increasing contingency funds for unexpected or emergency needs.

Revenue Forecasting

Clackamas County Tax Assessor estimated the District’s assessed value to increase by 8% to 9% in the 2021 – 2022 tax year. The District will realize the guaranteed 3% residential property value increase.

Tax revenue will be calculated in the same manner as it has in the past. The assessed value has been reduced by 2% and a collection rate of 95% has been estimated. Current year and prior year taxes account for approximately 97% of the District’s general fund operating revenue. The 2022 – 2023 fiscal year is budgeted at \$3,693,655.

Overall proposed General Fund revenue and projected cash carry forward is \$7,357,715.

Other revenue sources for the District are not as significant but still help to make up the general fund revenues. These sources include interest, medical supply reimbursement and ambulance ASA disbursement.

Significant Items for FY 2021-22

Personal Services

The total proposed Personal Services budget reflects an increase in personal services of 18% or \$457,600 from the 2021-22 Fiscal Year. The increase is the result of a new Collective Bargaining Agreement which includes annual step increases and a 5% COLA increase as determined by CPI. The District will be at full staffing going into the new fiscal year. Also included are positions that have been applied for through a SAFER grant. This grant will fund six new firefighters if awarded and accepted by the District. There is no match by the district for the life of the three-year grant if awarded. All benefits are increased by 8% due to inflation at the recommendation of the District's insurance benefits provider.

Total Personal Services for the general fund is proposed at \$2,546,616 which is 66% of the annual resources or 34% of total resources, an 18% increase from FY 2021-22.

Materials & Services

With the completion of our first year in the "restart", inflation and a better understanding of daily operational needs we can better project what we will spend. The request reflects the needs of the coming year.

Total Materials & Services are proposed at \$1,082,122 which is 28% of annual resources or 14% of total resources.

Capital Outlay

The proposed budget includes equipment to increase operational capabilities, firefighter safety, health & wellness and training. Training equipment, firefighting and EMS equipment, a staff vehicle and station improvements are included in this area.

GENERAL FUND REVENUE & RESOURCES

Revenue

Net working capital (accrual basis) is the District cash carry forward from fiscal year '21/'22 and is projected to be \$3,545,660.

Previously levied taxes, interest and miscellaneous revenue are all conservatively estimated at \$118,400.

Estimated taxes to be received in the upcoming fiscal year provided by Clackamas County Tax Assessors office are \$3,693,655, a 7% increase over the prior year.

Total resources for the upcoming budget year equal \$7,357,715.

Grant Revenue

In late 2021, the District received grants totaling \$1,430,400 and anticipates carrying over \$1,198,843 into the new budget year. We also applied for FEMA grant funds totaling \$1,426,640. These resources are separated to create a distinction between district generated funds and grant funded financial assistance. Grant funds are not spent unless officially awarded and accepted by the District.

Not Allocated Funds

These are resources reserved for future expenditures from savings that have not been specifically budgeted for in the current fiscal year.

\$1,512,817 is reserved for future capital replacement needs as determined by internal capital replacement plans. This includes capital items such as vehicles, facilities, and larger equipment. This amount replaces the \$474,200 capital improvement funds that had been liquidated to support the Districts restart following the end of the contract for services with Clackamas Fire District #1.

\$300,000 is allocated to the operating contingency for emergency needs, an increase of \$50,000 from the previous budget year. This money may only be allocated for use by up to 15% through board resolution. Any amount needed greater than 15% requires a supplemental budget.

Total Requirements

This amount is the total allocated and not allocated funds equaling \$7,366,215.




TAMI LITTLE
COUNTY ASSESSOR

DEPARTMENT OF ASSESSMENT AND TAXATION

DEVELOPMENT SERVICES BUILDING
150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

MEMORANDUM

TO: FIRE 069 ESTACADA
IAN O'CONNER

FROM:  Tami Little, County Assessor

DATE: March 31, 2022

SUBJECT: 2022-2023 Value Growth Estimates

Oregon's property tax system limits the rate of growth of property value subject to taxation. Assessed value grows each year by a statutory 3% growth test on maximum assessed value and by new construction. Below is our estimated percentage of assessed value growth anticipated for your district in the 2022-2023 tax year.

<u>2021-2022</u>	<u>2022-2023</u>
<u>Assessed Value (AV)</u>	<u>Estimated Growth in (AV)</u>
\$1,524,774,981	6% - 6.5%

Your district's permanent rate and Measure 5 compression loss for certified tax year 2020-21.

- Permanent tax rate: \$2.4029 per \$1,000 of Assessed Value
- Measure 5 compression loss: (\$ 2.73)

Measure 5 tax limits are \$10 per 1,000 in the government category and are calculated individually on every property. Depending on annual adjustments to Real Market Value, Measure 5 limits reducing revenue to districts can vary each year.

Annexations will cause the growth estimate to vary, so please consider that in your final analysis.

Other Factors can affect AV growth such as possible value reductions from appeals or changes in State industrial and Public Utility values outside of our authority. Due to these unknown changes, we take a conservative approach in our estimate.

This is an estimate only and is intended to provide assistance in your budgeting process. It is important to note actual AV growth can vary due to the unknown changes stated. Please call if you have any questions

TL/dlm



TAMI LITTLE
COUNTY ASSESSOR

DEPARTMENT OF ASSESSMENT AND TAXATION

DEVELOPMENT SERVICES BUILDING
150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

October 12, 2021

FIRE 069 ESTACADA
ATTN: IAN O'CONNOR
PO BOX 1385
ESTACADA, OR 97023

RE: 2021-2022 Tax Levy Certification

Oregon statutes require the Tax Collector to notify each taxing district of the actual amount of taxes imposed for collection.

For your district, we have certified \$3,695,842.91 for collection on the 2021-2022 tax roll of Clackamas County. This amount may include additional tax we collect for your district as a result of property removed from special assessment classification.

I have enclosed a detail listing of your levy for your records. If you have any questions, please call me at (503) 655-8671, extension 7610.

Sincerely,

Tami Little
Clackamas County Assessor

Enclosure

	ASSESSED VALUATIONS	TAX RATE OF \$2.4029 PER \$1,000 AV	NOTES
2021-22 Table 4A Assessed valuation	\$ 1,524,774,981	\$ 3,663,882	Use Table 4A line 17 Tax year 2021-2022
Statutory 3% Growth	\$ 45,743,249	\$ 109,916	
New Construction Estimated 5%	\$ 76,238,749	\$ 183,194	Construction continues to trend higher than 5%.
TOTAL AV FOR TAX PURPOSES	\$ 1,646,756,979	\$ 3,956,992	
Less 5% for 95% Collection Rate	\$ 82,337,849	\$ 197,850	Collection rate 95.25%
Sub-total	\$ 1,564,419,131	\$ 3,759,143	
Less Compression		\$ (2.73)	
Discounts @2%		\$ 75,183	
TOTAL PROPERTY TAXES TO BE COLLECTED		\$ 3,683,960	

RESOURCES
General Fund
(Fund)

Estacada Rural Fire District #69

Historical Data			GENERAL FUND RESOURCE DESCRIPTION	Budget for Next Year 2022-2023					
Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 2019-20	First Preceding Year 2020-21								
1			1	Available cash on hand* (cash basis) or			1		
2	\$ 1,415,000	\$ 1,543,131	\$ 1,364,185	2	Net working capital (accrual basis)	\$ 3,545,660	\$ 3,545,660	\$ 3,545,660	2
3	\$ 39,254	\$ 36,513	\$ 30,000	3	Previously levied taxes estimated to be received	\$ 30,000	\$ 30,000	\$ 30,000	3
4	\$ 5,215	\$ 3,500	\$ 500	4	Interest	\$ 5,000	\$ 5,000	\$ 5,000	4
5	-	\$ 347,116	-	5	Transferred IN, from other funds	\$ -			5
6				6	OTHER RESOURCES				6
7	\$ 111,252	\$ 30,000	\$ 20,000	7	Misc Revenue	\$ 83,400	\$ 83,400	\$ 83,400	7
8	\$ 330,889	\$ -	\$ 530,900	8	Grants	\$ -	\$ -	\$ -	8
9	\$ 60,384	\$ -	\$ -	9	Sale of Capital Assets	\$ -	\$ -	\$ -	9
10				10					10
11				11					11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29	\$ 1,961,994	\$ 1,960,260	\$ 1,945,585	29	Total resources, except taxes to be levied	\$ 3,664,060	\$ 3,664,060	\$ 3,664,060	29
30			\$ 3,431,441	30	Taxes estimated to be received	\$ 3,693,655	\$ 3,693,655	\$ 3,693,655	30
31	\$ 3,258,092	\$ 3,378,295		31	Taxes collected in year levied				31
32	\$ 5,220,086	\$ 5,338,555	\$ 5,377,026	32	TOTAL RESOURCES	\$ 7,357,715	\$ 7,357,715	\$ 7,357,715	32

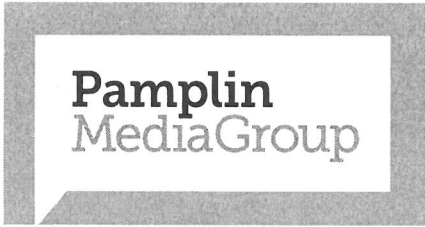
*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

REQUIREMENTS SUMMARY
FIRE SERVICES REQUIREMENTS SUMMARY
General Fund

Historical Data			ALLOCATED REQUIREMENTS SUMMARY	Budget For Next Year 2022-23					
Actual		Adopted Budget This Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 2019-20	First Preceding Year 2020-21								
1			1	Personnel Services				1	
2	\$ 2,544,959	\$ 212,246	\$ 2,089,016	1	Regular Personnel Services	\$ 2,546,616	\$ 2,546,616	\$ 2,546,616	2
3				3					3
4	\$ 2,544,959	\$ 212,246	\$ 2,089,016	4	TOTAL PERSONNEL SERVICES	\$ 2,546,616	\$ 2,546,616	\$ 2,546,616	4
5				5	Total Full-Time Equivalent (FTE)	13.75	13.75	13.75	5
6				6	MATERIALS AND SERVICES				6
7	\$ 726,642	\$ 2,993,037	\$ 705,410	6	Regular Materials & Services Items	\$ 1,082,122	\$ 1,082,122	\$ 1,082,122	7
8	\$ -	\$ -	\$ 85,000	7	Grant Funded Materials & Services	\$ -			8
9	\$ 726,642	\$ 2,993,037	\$ 790,410	9	TOTAL MATERIALS AND SERVICES	\$ 1,082,122	\$ 1,082,122	\$ 1,082,122	9
10				10	CAPITAL OUTLAY				10
11			\$ 373,400	11	CAPITAL OUTLAY ITEMS	\$ 329,000	\$ 329,000	\$ 329,000	11
12				12					12
13	\$ -	\$ -	\$ 373,400	13	TOTAL CAPITAL OUTLAY	\$ 329,000	\$ 329,000	\$ 329,000	13
14				14					14
15				15					15
16				16					16
17				17					17
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25				25					25
26				26					26
27				27					27
28				28					28
29				29					29
30				30					30
31				31					31
32				32					32
33				33					33
34				34					34
35	\$ 3,271,601	\$ 3,205,283	\$ 3,252,826	35	Organizational Unit/Activity Total	\$ 3,957,738	\$ 3,957,738	\$ 3,957,738	35

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
 General Fund

Historical Data			NOT ALLOCATED REQUIREMENTS SUMMARY	Budget For Next Year 2022-23		
Actual		Adopted Budget This Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2019-20	First Preceding Year 2020-21					
1			1 Personnel Services - Not Allocated			1
2			2			2
3			3			3
4			4 TOTAL PERSONNEL SERVICES			4
5			5 Total Full-Time Equivalent (FTE)	\$ -	\$ -	\$ -
6			6 MATERIALS AND SERVICES - Not Allocated			6
7			7			7
8			8			8
9			9 TOTAL MATERIALS AND SERVICES	\$ -	\$ -	\$ -
10			10 CAPITAL OUTLAY - NOT ALLOCATED			10
11			11 Future Capital Expense	\$ 1,512,817	\$ 1,512,817	\$ 1,512,817
12			12			12
13			13 TOTAL CAPITAL OUTLAY	\$ 1,512,817	\$ 1,512,817	\$ 1,512,817
14			14 Debt Service			14
15			15			15
16			16			16
17			17 Total Debt Service	\$ -	\$ -	\$ -
18			18 Special Payments			18
19			19			19
20			20			20
21			21 Total Special Payments	\$ -	\$ -	\$ -
22			22 Interfund Transfers			22
23	\$ 122,000	\$ 20,000	23 Transfer to Apparatus Reserve	\$ -	\$ -	\$ -
24	\$ -	\$ -	24 Transfer to Communications/IT	\$ -	\$ -	\$ -
25	\$ -	\$ -	25 Transfer to Facilities	\$ -	\$ -	\$ -
26	\$ -	\$ -	26 Transfer to Fire/Rescue/EMS	\$ -	\$ -	\$ -
27			27			27
28	\$ 122,000	\$ 20,000	28 Total Interfund Transfers	\$ -	\$ -	\$ -
29		\$ 56,000	29 OPERATING CONTINGENCY	\$ 300,000	\$ 300,000	\$ 300,000
30	\$ -	\$ -	30 RESERVED FOR FUTURE EXPENDITURE			
31	\$ -	\$ 1,333,290	31 UNAPPROPRIATED ENDING BALANCE	\$ 1,812,817	\$ 1,812,817	\$ 1,812,817
32	\$ 575,326	\$ -	32 Total Requirements NOT ALLOCATED	\$ 1,587,160	\$ 1,587,160	\$ 1,587,160
33	\$ 122,000	\$ 1,409,290	33 Total Requirements for ALL Org.Units/Programs within fund			
34			34 Ending balance (prior years)	\$ 3,545,660	\$ 3,545,660	\$ 3,545,660
35	\$ 366,000	\$ 3,413,906	35 TOTAL REQUIREMENTS	\$ 3,399,977	\$ 3,399,977	\$ 3,399,977



6605 SE Lake Road, Portland, OR 97222
 PO Box 22109 Portland, OR 97269-2169
 Phone: 503-684-0360 Fax: 503-620-3433
 E-mail: legals@commnewspapers.com

AFFIDAVIT OF PUBLICATION

State of Oregon, County of Clackamas, SS I Charlotte Allsop, being the first duly sworn depose and say that I am the Accounting Manager of the **Estacada News**, a newspaper of general circulation, serving Estacada in the aforesaid county and state, as defined by ORS 193.010 and 193.020, that

ESTACADA RURAL FIRE DISTRICT 69
Notice of Budget Committee Meeting on
April 28, 2022 at 6:00 p.m.
Ad#: 237215

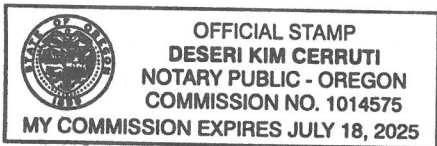
A copy of which is hereto annexed, was published in the entire issue of said newspaper(s) for 2 week(s) in the following issue(s):
04/14/2022, 04/21/2022

Charlotte Allsop
 Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me this
 04/21/2022.

Deseri Kim Cerruti
 NOTARY PUBLIC FOR OREGON

Acct #: 104359
Attn: Cheryl Lashbrook
 ESTACADA RURAL FIRE DISTRICT#69
 PO BOX 1385
 ESTACADA, OR 97023



Form OR-LB-NBC **Notice of Budget Committee Meeting**
 Oregon Department of Revenue

A public meeting of the Budget Committee of the Estacada Rural Fire Dist. #69, Clackamas, State of Oregon, to
(District name) (County)

discuss the budget for the fiscal year July 1, 20 22 to June 30, 20 23, will be held at Estacada Fire Admin and viaZoom
(Location)

445 SE Currin St, Estacada OR The meeting will take place on Thursday, April 28, 2022 at 6:00
(Address) (Date) a.m. p.m.

The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget.
 This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.

A copy of the budget document may be inspected or obtained on or after Monday, May 2, 2022 at 445 SE Currin St, Estacada
(Date) (Location)

between the hours of 8:30 a.m. p.m. and 4:30 a.m. p.m.

150-504-053 (Rev. 11-19-21) Publish April 14, 21, 2022 EN237215



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 State of Oregon, County of Clackamas
 Charlotte Allsop, being the first duly
 depose and say that I am the Accountant
 Manager of the **Estacada News**, a
 newspaper of general circulation, serving
 Estacada in the aforesaid county and state,
 as provided by ORS 193.010 and 193.020, that

**Estacada Rural Fire District #69
 NOTICE OF BUDGET HEARING on May 19,
 2022, at 7:00 p.m.
 Ad#: 241708**

A copy of which is hereto annexed, and
 published in the entire issue of said
 newspaper(s) for 1 week(s) in the
 following issue(s):
05/12/2022

Charlotte Allsop
 Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me on
 05/12/2022.

Deseri Kim Cerruti
 NOTARY PUBLIC FOR OREGON

Acct #: 104359
Attn: Cheryl Lashbrook
 ESTACADA RURAL FIRE DISTRICT #69
 PO BOX 1385
 ESTACADA, OR 97023

FORM LB-1 NOTICE OF BUDGET HEARING

A public meeting of the Estacada Rural Fire District #69 will be held on May 19, 2022, at 7:00 p.m. at 445 SE Currin Street, Estacada, Oregon and on 'Zoom'. 'Zoom' information is located on our website at www.estacadafire.org.

The purpose of the meeting is to discuss the budget for the fiscal year beginning July 1, 2022, as approved by the Estacada Rural Fire District #69 Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 445 SE Currin Street, Estacada between the hours of 8:30 a.m. and 4:30 p.m., or online at www.estacadafire.org. This budget is for an annual budget period. The budget was prepared on a basis of accounting that is the same as the preceding year.

Contact Cheryl Lashbrook	Telephone number 503-630-7712	E-mail clashbrook@estacadafire.org
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FINANCIAL SUMMARY—RESOURCES			
TOTAL OF ALL FUNDS	Actual Amounts 20 20 —20 21	Adopted Budget This Year: 20 21 —20 22	Approved Budget Next Year: 20 22—20 23
1. Beginning Fund Balance/Net Working Capital	1,543,131	1,364,185	3,545,660
2. Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	30,000	20,500	83,400
3. Federal, State & all Other Grants, Gifts, Allocations & Donations	0	530,900	2,560,483
4. Revenue from Bonds & Other Debt	36,513	30,000	30,000
5. Interfund Transfers/Internal Service Reimbursements	0	0	0
6. All Other Resources Except Current Year Property Taxes	1,957,117	1,945,585	3,664,060
7. Current Year Property Taxes Estimated to be Received	3,232,782	3,431,441	3,693,655
8. Total Resources—add lines 1 through 7	5,189,899	5,377,026	13,577,258

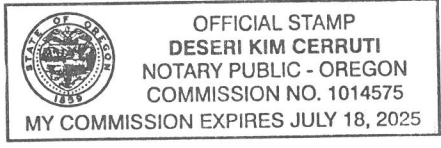
FINANCIAL SUMMARY—REQUIREMENTS BY OBJECT CLASSIFICATION			
9. Personnel Services	212,246	2,089,016	2,546,616
10. Materials and Services	2,993,037	790,410	1,082,122
11. Capital Outlay	0	373,400	329,000
12. Debt Service	20,000	0	0
13. Interfund Transfers	0	474,200	0
14. Contingencies	56,000	250,000	300,000
15. Special Payments	0	0	0
16. Unappropriated Ending Balance and Reserved for Future Expenditure	0	1,400,000	1,812,817
17. Total Requirements—add lines 9 through 16	5,189,899	5,377,026	6,070,555

FINANCIAL SUMMARY—REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM*			
Name of Organizational Unit or Program	FTE		
Name General Fund		2	15
			21

	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (Rate Limit \$2.4029 Per \$1000)	\$2.4029	\$2.4029	2.4029
Local Option Levy	0	0	0
Levy for General Obligation Bonds	0	0	0

STATEMENT OF INDEBTEDNESS		
Long Term Debt	Estimated Debt Outstanding on July 1	Estimated Debt Authorized, but not Incurred on July 1
General Obligation Bonds	0	0
Other Bonds	0	0
Other Borrowings	0	0
Total	0	0

Publish May 12, 2022 EN241708



MATERIALS & SERVICES COMMENTS

Introduction

The proposed M&S budget has a more balanced approach based on the past year's accomplishments and shortcomings following the elimination of the contract for services with Clackamas County Fire District #1. Inflation will affect nearly all aspects of the Fire Districts service and the cost of doing business. While some line items decreased because of better information from the previous year, other line items increased to make up for the lack of funding in the first year due to the unknowns of moving forward as our own district. A standard 8% increase is used for inflation on most line items. Background Checks, Physical Exams and Employee Assistance were all moved from Personal Services to Materials & Services in the Professional Fees line item. Overall, the proposed Materials & Services budget represents a 13% increase over the previous fiscal year.

Professional Fees

A final payment to Clackamas Fire District (\$168,622); contracted medical direction for emergency services (\$14,400); legal consultation (\$35,800); Strategic Plan consultant (\$25,000); Audits (\$10,600); Background Checks (\$1,200); Physical exams and Employee Assistance (\$12,000)

Building/Grounds Maintenance & Supply

Increased for inflation and needed maintenance of training facilities (\$54,000).

Training

The training increase is due to combining training supplies & maintenance into one line item for the training budget. Maintenance of training facilities should be considered a part of building/ground maintenance. This line item also includes an additional increase for inflation and additional training for officer development, volunteer firefighter academy and volunteer training, EMS license renewals due June 2023 and professional development (\$45,000).

Dispatch Services/Radio Systems/C-800

C-800 radio system (\$32,350); Dispatch Services (\$92,650); Station dispatch systems require maintenance and troubleshooting that would also come from this item.

Subscriptions/Dues/Annual Fees

This line item was inadequately funded for the prior fiscal year and increased to accommodate anticipated expenditures (\$13,000).

Medical Supplies

This line item was inadequately funded for the prior fiscal year. It has been increased to fit current expenditures and inflation (\$45,000). Some of this expenditure is recaptured over the course of the year from Clackamas County ASA franchise fees but is put back into the general fund misc. revenue.

Personal Protective Equipment Maintenance

Due to severe supply and logistical problems, outside of our control, the District is renting turnouts until new can be received and put in service. NFPA 1851 requires annual inspection and maintenance that is completed by a third party. An additional 25 sets of Personal Protective Equipment are needed for current and potential incoming firefighters. (\$115,000). This won't be needed if FEMA funds our grant request.

Firefighting Equipment & Supplies

Continued updating of various small equipment and tools including fire hose replacement. These items do not fit into the Capital Improvement category (\$40,000).

Uniforms

This line was underfunded in the first year. Increase allows for needed numbers of uniform apparel for current and anticipated firefighters (\$42,000).

Wildland & EMS Grant Funded

Reduced to zero as grant funded items will be in a separate grant document for this budget.

DETAILED REQUIREMENTS

GENERAL FUND - M&S

	Historical Data			REQUIREMENTS FOR: Materials & Services	Budget for Next Year 2022-2023			
	Actual		Adopted Budget This Year Year 2021-2022		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021						
1	\$6,000	\$10,000	\$10,000	1 Election Expenses	\$2,000	\$2,000	\$2,000	1
2	\$14,000		\$16,000	2 Office Supplies/Equipment/Postage	\$16,000	\$16,000	\$16,000	2
3	\$32,500		\$40,000	3 Insurance (Property & Auto)	\$40,000	\$40,000	\$40,000	3
4	\$185,382	\$2,865,941	\$105,500	4 Professional Fees	\$266,622	\$266,622	\$266,622	4
5	\$59,000		\$65,000	5 Apparatus & Equipment Maintenance	\$80,000	\$80,000	\$80,000	5
6	\$30,000		\$40,000	6 Gas, Fuels, & Lubricants	\$46,000	\$46,000	\$46,000	6
7	\$4,000		\$3,500	7 Radio Equipment & Maintenance	\$3,500	\$3,500	\$3,500	7
8	\$20,000		\$30,000	8 Buildings/Grounds Maintenance & Supplies	\$54,000	\$54,000	\$54,000	8
9	\$45,000		\$45,000	9 Utilities (Electric, water, sewer, garbage, etc)	\$50,000	\$50,000	\$50,000	9
10	\$10,000		\$20,000	10 Training (Tuition, instructors, travel)	\$45,000	\$45,000	\$45,000	10
11	\$123,760		\$125,000	11 Dispatch Services/Radio Systems/C-800	\$125,000	\$125,000	\$125,000	11
12	\$8,000		\$8,000	12 Subscriptions/Dues/Annual Fees	\$13,000	\$13,000	\$13,000	12
13	\$38,000		\$35,000	13 Medical Supplies	\$45,000	\$45,000	\$45,000	13
14	\$11,000	\$17,096	\$8,000	14 General Operating Expenses	\$2,000	\$2,000	\$2,000	14
15	\$3,500		\$6,150	15 Training Supplies & Maintenance	\$0	\$0	\$0	15
16	\$10,000	\$0	\$25,000	16 Personal Protective Equipment	\$115,000	\$115,000	\$115,000	16
17	\$5,500		\$6,500	17 Fire Prevention/Public Education	\$6,500	\$6,500	\$6,500	17
18	\$3,000		\$3,000	18 Support Services Equipment & Supplies	\$1,000	\$1,000	\$1,000	18
19	\$27,500		\$25,000	19 Firefighting Equipment & Maintenance	\$40,000	\$40,000	\$40,000	19
20	\$5,000		\$10,000	20 Furniture Replacement	\$5,000	\$5,000	\$5,000	20
21	\$8,000		\$12,000	21 Vol Recognition, Awards, Banquet	\$14,000	\$14,000	\$14,000	21
22	\$20,000		\$16,000	22 Uniforms	\$42,000	\$42,000	\$42,000	22
23	\$7,500		\$5,500	23 Health, Wellness, & Safety Programs	\$5,500	\$5,500	\$5,500	23
24	\$50,000		\$50,160	24 Information Systems	\$65,000	\$65,000	\$65,000	24
25	\$0	\$0	\$85,000	25 Wildland & EMS Grant Funded	\$0	\$0	\$0	25
26				26				26
27				27				27
28				28				28
29				29				29
30				30				30
31	\$726,642	\$2,893,037		31 Ending balance (prior years)				31
32				32 UNAPPROPRIATED ENDING FUND BALANCE				32
33	\$726,642	\$2,893,037	\$795,310	33 TOTAL REQUIREMENTS	\$1,082,122	\$1,082,122	\$1,082,122	33

CCOM 2022-2023 Budget

REVENUE

		2022-2023 Draft	2021-2022 Proj Yr End	2021-2022 1st half	2021-2022 Adopted	2020-2021 Actual	2019-2020 Actual	2018-2019 Actual	Diff from prev year	% Inc from prev year	
302001	New COA 30110	Fund Balance (from end of prior year)	1,803,168	1,700,000	1,473,385	1,429,401	1,861,209	1,737,546	1,620,732	373,767	26.15%
331001	33140	Federal Grants & Revenues	0	0	0	0	920,608	119,435	469,087	-	
331099	33140	Department of Homeland Security	600,000	547,000	126,270	595,000	0	289,189			
331351	33140	US Forest Service	21,970	20,912	10,747	21,495	10,456	20,912	20,912	475	2.21%
332001	33150	State Revenue - MSAG/GIS	62,400	316,174	269,375	62,400	82,752	6,306	27,900	-	0.00%
332550	33200	State 911 Fund	3,111,424	3,029,912	1,514,956	3,100,000	2,404,596	1,715,451	1,716,973	11,424	0.37%
333001	33160	Local Government & Other Agencies									
		<i>CAD Project Coordination Fees from MAJCS/PDCC</i>	114,000	114,000	51,291	114,000	51,212	0	0		
341084	34100	EMS Council Coordinator Reimbursement	176,848	172,163	42,213	176,848	172,939	0	0	-	0.00%
		Sub-Total	4,086,642	4,200,161	2,014,852	4,069,743	3,642,563	2,151,293	1,765,785	16,899	0.42%
341700	34200	Fees for Services to Other Govts									
		CCOM Member Agencies (total user fees - CCSO)	3,421,174	3,175,942	1,908,310	3,271,390	3,185,457	3,213,807	2,945,304	149,784	4.58%
		Sub-Total	3,421,174	3,175,942	1,908,310	3,271,390	3,185,457	3,213,807	2,945,304	149,784	4.58%
341880	34180	Other Internal County Services									
		CCSO (including detail OT reimbursement)	3,067,008	3,076,693	1,794,737	3,076,693	2,999,719	3,005,785	2,752,535	(9,685)	-0.31%
		Community Corrections	22,008	21,531	21,531	21,531	20,947	20,947	18,294	477	2.22%
		Code Enforcement	4,309	4,216	4,216	4,216	4,102	4,102	3,582	93	2.21%
		Emergency Management (Medical Examiner)	6,078	5,946	5,946	5,946	5,785	5,785	5,052	132	2.22%
		Dept of Trans and Dev (Weigh Master)	4,309	4,216	4,216	4,216	4,102	4,102	3,582	93	2.21%
		District Attorney	4,309	4,216	4,216	4,216	4,102	4,102	3,582	93	2.21%
		Dog Services	4,309	4,216	4,216	4,216	4,102	4,102	3,582	93	2.21%
		Juvenile	4,309	4,216	4,216	4,216	4,102	4,102	3,582	93	2.21%
		Sub-Total	3,116,639	3,125,250	1,843,294	3,125,250	3,046,961	3,053,027	2,793,791	(8,611)	-0.28%
360001	38100	Misc. Revenue									
		<i>Misc Revenue (Tapes)</i>	11,000	11,000	5,425	11,000	16,387	10,416	12,185	-	0.00%
361000	36110	<i>Interest</i>	13,700	13,700	140	13,700	13,010	24,392	29,259	-	0.00%
		Sub-Total	24,700	24,700	5,565	24,700	29,397	34,808	41,444	-	0.00%
		Sub Total (without user fees)	5,964,141	5,973,418	3,542,359	5,572,401	5,580,411	3,970,889	3,938,304	391,740	7.03%
		TOTAL Revenue	12,452,323	12,226,053	7,245,406	11,920,484	11,765,587	10,190,481	9,167,056	531,839	4.46%

Budget Notes:	
Budget Increase	6.79%
Actual Fiscal Increase	\$791,292
User Fee Increase:	2.21%
Fire User Overall Increase:	\$49,035
Law User Overall Increase:	\$91,064

EXPENDITURES

			2022-2023	2021-2022	2021-2022	2021-2022	2020-2021	2019-2020	2018-2019	Diff from	% Inc from
			Draft	Proj Yr End	1st half	Adopted	Actual	Actual	Actual	prev year	prev year
	New COA	PERSONNEL SERVICES									
411100	41100	Regular Full Time Employees	5,242,868	4,619,904	2,245,010	4,931,993	4,480,693	4,041,998	3,520,381	310,875	6.30%
412100	41110	Regular Part Time Employees	100,000	43,450	21,118	43,450	41,067	15,887			
413000	41120	Temp Workers	0	0	0	38,216	-101	16,012	61,711	(38,216)	-100.00%
414030	41130	Overtime	470,000	584,098	292,049	470,000	672,472	522,777	629,280	-	0.00%
414050	41140	Vacation Sell-Back	8,000	10,000	6,891	8,000	8,428	2,323	2,513	-	0.00%
415000	41210	Fringe Benefits	3,511,969	2,908,484	1,485,078	2,933,904	3,031,099	2,713,217	2,245,273	578,065	19.70%
	41220	PERS									
	41230	Taxes					1,428				
415020	41320	Worker Comp	5,100	5,071	2,535	5,071	5,071	6,511	6,247	29	0.57%
415030	41310	Unemployment	5,000	5,000	0	5,000	5,616	-	-	-	0.00%
		Total Personnel Services	9,342,937	8,176,007	4,052,681	8,435,634	8,245,773	7,318,725	6,465,405	907,303	10.76%
		MATERIALS & SERVICES									
421100	42220	General Office Supplies	8,000	8,000	2,458	8,000	6,585	7,880	5,464	-	0.00%
421110	42240	Postage	400	100	16	400	37	40	271	-	0.00%
421210	44120	Computer Hardware/Software - <\$5k	30,000	323,774	266,091	70,000	58,902	29,335	20,032	(40,000)	-57.14%
422400	44160	Food (External Meetings Member Board, Tours, etc)	500	100	0	500	0	344	696	-	0.00%
425100	44280	Small Tools & Minor Equip	9,000	8,500	1,870	8,500	6,921	5,737	4,769	500	5.88%
431000	43100	Professional Services									
		Recruitment Testing (bkgds psych, phys/drug, test scoring)	18,000	23,000	9,630	18,000	15,244	12,645	21,747	-	0.00%
		Console Maintenance/Cleaning	4,200	4,200	0	2,000	0	0	3,500	2,200	110.00%
		Other Professional Services	66,000	62,800	24,268	41,000	108,618	119,807	986	25,000	60.98%
		Sub-Total	88,200	90,000	33,898	61,000	123,862	132,452	26,233	27,200	44.59%
431460	42100	Fee Expense		0	0	0	1,027	2,151			
431900	43280	Contracted Services	0	0	0	0	39,400				
432100	42310	Telephone	140,000	180,500	26,465	203,682	107,811	83,218	90,274	(63,682)	-31.27%
433100		Travel & Per Diem									
	42350	veh rent & fuel, travel, lodging	15,000	150	0	25,000	14,276	322	5,973	(10,000)	-40.00%
	42360	Per diem	8,000	1,500	0	8,000	0	11,705	22,097	-	0.00%
		Sub-Total	23,000	1,650	0	33,000	14,276	12,027	28,070	(10,000)	-30.30%
433110	42330	Mileage Reimbursement	5,000	1,500	105	5,000	1,745	4,534	4,279	-	0.00%
434100	42250	Printing & Duplicating Service	1,500	500	28	1,500	1,486	268	172	-	0.00%
435180	42150	Casualty Insurance	49,470	48,267	20,111	48,267	48,267	49,450	45,810	1,203	2.49%
437230	45130	Computer Equip Repairs & Maint									
		Other maint(UPS/Gens,etc.)	2,500	0	0	2,500	0	920	0	-	0.00%
		Sub-Total	2,500	0	0	2,500	0	920	0	-	0.00%
437231	45130	Software Maintenance									
		Adobe & ECATs Staffing Tool	1,200	1,200	180	1,200	400	400	0	-	0.00%
		Agency 360	1,500	0	0	3,000	290	290	290	(1,500)	
		Frontline QA/QI	3,000	2,625							
		CritiCall Testing Software (recruitment)	4,495	4,495	4,495	4,495	4,495	2,730	1,995	-	0.00%
		ZenDesk Subscription	3,000	2,640	1,100	3,000	2,640	0	1,400	-	0.00%
		ESRI (mapping maintenance)	1,500	1,500	0	1,500	1,500	740	1,500	-	0.00%
		Mapping Ortho Photos	3,000	0	0	3,000			0	-	0.00%
		Guardian Tracker	3,000	2,604	2,604	3,000	2,640	2,640	202	-	0.00%
		Priority Dispatch (Pro QA Licenses & ESP)	0	2,560	2,560	6,560	6,560	18,200	14,850	(6,560)	
		Priority Dispatch (EMD maintenance)	21,306	18,746	18,746	21,306	18,746		13,200	-	0.00%
		Sub-Total	42,001	36,370	29,685	47,061	37,271	25,000	33,437	(5,060)	-10.75%

		2022-2023 Draft	2021-2022 Proj Yr End	2021-2022 1st half	2021-2022 Adopted	2020-2021 Actual	2019-2020 Actual	2018-2019 Actual	Diff from prev year	% Inc from prev year	
437240	45130	Communication Equip Maint									
		Day Wireless (VHF Radio system)	0	0	0	11,972	25,038	25,038	-	#DIV/0!	
		DSS Corporation (Logging Recorder)	0	0	0	18,885	18,885	18,541	-	-	
		Site/Equip Maintenance(outside contract)	0	0	0	0	0	11	-	#DIV/0!	
		Sub-Total	0	0	0	30,857	43,923	43,590	-	#DIV/0!	
437260	44140	Office Furniture & Equip - Non Capital	50,000	75,000	4,991	65,000	3,179	3,506	3,531	(15,000)	-23.08%
438200	46110	Office Equip Rental (copiers)	3,000	2,633	1,098	3,000	2,194	2,853	2,414	-	0.00%
439100	42080	Dues & Memberships	3,000	2,506	2,222	3,000	2,364	2,327	2,421	-	0.00%
439200	42320	Training & Staff Development (Classes/Conf fees)	25,000	8,000	2,355	25,000	3,154	14,116	21,404	-	0.00%
454000	44240	Program Materials & Supplies	13,000	13,000	1,671	13,000	3,137	3,312	2,419	-	0.00%
454011	44190	Field Supplies		0	0	0	0	13,252		-	
465002	47520	Pmts Local Govt & Other Agencies									
		CAD/PDCC Project Coordination	0	0	0		41,071	41,071	-	0.00%	
		CAD Hardware/CAD Payment	0	0	0		115,866	115,866	-	0.00%	
		CAD Maint	300,000	300,000	300,000	MAJCS	62,694	62,694	-	0.00%	
		CAD Network Connectivity Maint	0	0	0		0	0			
		PDCC (CAD-to-CAD Maint, network costs, etc.)	63,100	51,907	50,000	PDCC	11,143	11,143	13,100	26.20%	
		Other (system enhancements, interfaces, etc.)	60,000	47,000	100,000		0	0	(40,000)	-40.00%	
		UASI Grants Pass-Through	600,000	547,000	595,000	Grants			5,000		
		Sub-Total	1,023,100	945,907	141,871	1,045,000	317,283	230,774	230,774	(21,900)	-2.10%
		Total Material/Services	1,516,671	1,746,307	534,935	1,643,410	770,358	652,016	566,060	(126,739)	-7.71%
		County Allocated Costs									
478101	47100	General Fund	44,710	44,713	18,630	44,713	38,794	38,794	17,511	(3)	-0.01%
478102	47140	Technology Services	106,320	111,711	46,546	111,711	110,208	106,657	97,771	(5,391)	-4.83%
478103	47120	Facilities	157,550	159,178	66,324	159,178	126,633	106,059	89,110	(1,628)	-1.02%
478104	47130	Utilities	44,410	41,643	17,351	41,643	29,923	29,923	12,683	2,767	6.64%
478105	47150	PGA	29,920	29,803	12,468	29,803	217	217	721	117	0.39%
478106	47160	Records Mgt	220	217	90	217	4,437	4,437	3,304	3	1.38%
478107	47170	Human Resources	89,770	83,006	34,586	83,006	1,405	1,405	1,346	6,764	8.15%
478111	47180	County Admin	23,890	23,891	9,955	23,891	83,006	83,006	70,610	(1)	0.00%
478112							23,891	23,891	23,800	-	#DIV/0!
478117							77	77	90	-	#DIV/0!
478201							31,182	30,324	39,566	-	#DIV/0!
478202							3,083	3,166	3,208	-	#DIV/0!
478203							1,518	1,368	1,325	-	#DIV/0!
478204							1,033	1,275	1,364	-	#DIV/0!
		Allocated Costs Sub-Total	496,790	494,162	205,950	494,162	455,407	430,599	362,409	2,628	0.53%
		CAPITAL OUTLAY									
481160	48150	Planning	10,000	-	0	10,000	0	0	0		
485320	48140	Computer Software Purchases	5,000	6,409	6,409	5,000	4,983	245,384	1,249	-	0.00%
485400	48160	Operating Equipment	5,000	0	0	5,000	3,675	0	4,440	-	0.00%
		Total Capital Expenditures	20,000	6,409	6,409	20,000	8,658	245,384	5,689	-	0.00%
490001	49999	Reserve for Future Expenditure	717,825	0	0	717,825	0	119,000	492,384	-	0.00%
490060		Capital Project Reserve (CAD)	8,100	0	0	0	0	0	0	8,100	
499001	49997	Contingency	350,000	0	0	350,000	0	235,408	499,570	-	0.00%
		TOTAL Expenditures	12,452,323	10,422,885	4,799,975	11,661,031	9,480,196	9,001,132	8,391,517	791,292	6.79%

Total Revenue without User Fees \$5,964,141

User Fees Required to Balance Budget \$6,488,182

User Fees

6,488,182

Fire Users (35% allocation) * \$ 2,270,864

Agency	2020-2022 Call Volume	Call Volume Percent	2022-2023 Charge	\$ cost CHANGE	% cost CHANGE	% of Total User Cost	2021-2022 Charge	2020-2021 Charge	2019-2020 Charge	2018-2019 Charge
Aurora Fire	3,018	2.54%	57,612	1,278	2.27%	0.89%	56,334	20,990	0	0
Canby	8,616	7.24%	164,475	5,700	3.59%	2.53%	158,775	154,590	156,075	143,821
Clackamas 1	79,372	66.72%	1,515,169	44,524	3.03%	23.35%	1,470,645	1,460,973	1,468,491	1,337,739
Colton	1,033	0.87%	19,719	1,181	6.37%	0.30%	18,538	18,332	17,890	17,839
Estacada	4,404	3.70%	84,070	627	0.75%	1.30%	83,443	80,002	84,932	81,563
Gladstone Fire	4,865	4.09%	92,870	-641	-0.69%	1.43%	93,511	90,714	88,489	84,001
Hoodland	3,084	2.59%	58,872	-3,675	-5.88%	0.91%	62,547	62,123	62,250	54,627
Molalla	7,559	6.35%	144,297	-994	-0.68%	2.22%	145,291	145,376	151,932	142,909
Sandy	7,008	5.89%	133,779	1,034	0.78%	2.06%	132,745	128,382	131,740	121,760
Totals	118,959	100%	2,270,864	49,035	2.21%	35.00%	2,221,829	\$2,161,482	\$2,161,799	\$1,984,259

Agency	2019-2021 Call Volume	Call Volume Percent	Call Vol Increase %
Aurora Fire	2,820	2.54%	N/A
Canby	7,948	7.15%	8.40%
Clackamas 1	73,618	66.19%	7.82%
Colton	928	0.83%	11.31%
Estacada	4,177	3.76%	5.43%
Gladstone	4,681	4.21%	3.93%
Hoodland	3,131	2.82%	-1.50%
Molalla	7,273	6.54%	3.93%
Sandy	6,645	5.97%	5.46%
Totals	111,221	100%	6.96%

Prev Year % Cost Change: 2.79% -0.01% 8.95% 1.65%

* Note: Fire costs are determined by total number of calls for service (excluding AMR transport call types, Fire info, and Test calls) for **three previous calendar years**.

35% allocation effective FY2013-2014.

Law Users (65% allocation) ** \$ 4,217,318

Agency	2021 Population	Population Percent	2022-2023 Charge	\$ Cost CHANGE	% cost CHANGE	% of Total User Cost	2021-2022 Charge	2020-2021 Charge	2019-2020 Charge	2018-2019 Charge
Canby Police	18,754	5.58%	235,512	26,933	12.91%	3.63%	208,579	201,383	\$ 201,425	\$ 185,890
Clackamas County Sheriff (Includes Estacada)	244,228	72.72%	3,067,008	-9,685	-0.31%	47.27%	3,076,693	2,999,719	\$3,005,785	\$2,752,535
Gladstone Police	12,033	3.58%	151,110	6,341	4.38%	2.33%	144,769	141,443	\$ 142,436	\$ 132,109
Molalla Police	10,207	3.04%	128,179	8,073	6.72%	1.98%	120,106	117,444	\$ 115,400	\$ 107,227
Oregon City Police	37,737	11.24%	473,900	38,987	8.96%	7.30%	434,913	422,608	\$ 417,956	\$ 386,174
Sandy Police	12,869	3.83%	161,609	20,415	14.46%	2.49%	141,194	131,582	\$ 131,765	\$ 121,118
Totals	335,828	100%	4,217,318	91,064	2.21%	65.00%	4,126,254	\$4,014,179	\$4,014,767	\$3,685,053

Agency	2020 Population	Population Percent	Current Year Pop Incr %
Canby Police	17,210	5.05%	8.97%
Clackamas County Sheriff	253,860	74.56%	-3.79%
Gladstone Police	11,945	3.51%	0.74%
Molalla Police	9,910	2.91%	3.00%
Oregon City Police	35,885	10.54%	5.16%
Sandy Police	11,650	3.42%	10.46%
Totals	340,460	100%	-1.36%

Prev Year % Cost Change: 2.79% -0.01% 8.95% 6.57%

** Note: Law costs are based on previous calendar year population.

65% allocation effective FY2013-2014.

PERSONNEL SERVICES CALCULATIONS

Salaries

Salaries for all line staff were ratified through a Collective Bargaining Agreement with Local 1159. CPI is expected to exceed 5% and given as per contract. Nearly all employees will be in step two of their wage scales as the reformed district enters year two. CPI is also included for non-represented staff to avoid wage compression. Additional funds were included to allow for promotion of a Lieutenant to a station Captain mid fiscal year 22/23. Total personal services are projected to increase 17% from the year prior due to labor contract and inflation. Personal Services represents 66% of the district's annual income excluding grant funding and carryover.

Conflagration

A place holder was created for money spent on personnel for wildfire conflagrations. This money spent is reimbursed by the state (\$60,000) and is an estimate only for the 2022 fire season. Prevents district from running down regular overtime line item.

Retirement – PERS

Each position includes the 6% employer pickup of the employee portion of PERS. PERS rates are expected to be unchanged for this fiscal year.

Medical/Dental/Vision Insurance

Coverage was negotiated as part of the labor contract and remained the same as was originally offered by the District upon the restart with the Medical Expense Reimbursement Plan (MERP) covering the deductible of each employee. This coverage is also for non-represented staff. Employees contribute 10% of the cost of their medical plan.

MERP

The Medical Expense Reimbursement Plan was negotiated and implemented as part of the labor agreement with local 1159 (\$70,000) and is funded for the full liability.

Post-Employment Health Plan (PEHP)

A PEHP plan was negotiated and implemented as part of the labor agreement with local 1159 (\$16,500)

Deferred Comp Match

A deferred compensation plan also known as a 457(b) plan was implemented as part of the labor agreement with local 1159 for a 4% match (\$11,275) and is funded for the full liability.

Physical Exams & Employee Assistance

Funding for this was moved into the Professional Fees under Materials & Services.

STUDENT FIREFIGHTER PROGRAM STIPEND

The District maintains six student firefighters providing education expense reimbursement and a stipend for time given on shift outside of the school terms (\$58,000). This was increased to fund a liability of maintaining six students all year.

Duty Officer Program

Provides a stipend for qualified volunteer fire officers to fill the duty officer roll on weeknights and weekends (\$250 weekend, \$25 weeknight, extra \$100 for holiday weekends).

DETAILED REQUIREMENTS

GENERAL FUND

	Historical Data			REQUIREMENTS FOR: Personnel Services	Budget for Next Year 2022-2023			
	Actual		Adopted Budget This Year Year 2021-2022		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021						
1	\$ 131,615	\$ 31,250	\$ 131,000	1 Fire Chief	\$ 137,900	\$ 137,900	\$ 137,900	1
2	\$ 130,030	\$ 7,980	\$ 95,000	2 Deputy Chief	\$ 118,700	\$ 118,700	\$ 118,700	2
5	\$ -	\$ -	\$ 90,000	3 Deputy Fire Marshal	\$ 108,346	\$ 108,346	\$ 108,346	5
6	\$ 306,912	\$ 18,750	\$ 214,500	4 Lieutenant	\$ 316,724	\$ 316,724	\$ 316,724	6
7	\$ 702,902	\$ 16,260	\$ 195,000	5 Firefighter/Paramedic	\$ 229,000	\$ 229,000	\$ 229,000	7
8	\$ -	\$ 15,260	\$ 183,000	6 Firefighter/EMT	\$ 213,900	\$ 213,900	\$ 213,900	8
9	\$ 70,367	\$ 6,000	\$ 48,000	7 Administrative Manager	\$ 60,800	\$ 60,800	\$ 60,800	9
10	\$ 44,128	\$ 1,200	\$ 27,000	8 Finance Officer - part time	\$ 43,070	\$ 43,070	\$ 43,070	10
12	\$ 146,221	\$ 25,000	\$ 150,000	9 Overtime	\$ 172,000	\$ 172,000	\$ 172,000	12
13	\$ -	\$ -	\$ -	10 Conflagration	\$ 60,000	\$ 60,000	\$ 60,000	13
14	\$ 296,778	\$ 27,030	\$ 252,288	11 Retirement (PERS)	\$ 282,254	\$ 282,254	\$ 282,254	14
15	\$ 68,403	\$ 5,926	\$ 40,630	12 Workers Compensation	\$ 56,391	\$ 56,391	\$ 56,391	15
16	\$ 117,211	\$ 10,009	\$ 88,046	13 FICA (Medicare & Social Security)	\$ 105,065	\$ 105,065	\$ 105,065	16
17	\$ 11,274	\$ 1,019	\$ 8,967	14 Tri-Met Tax	\$ 10,700	\$ 10,700	\$ 10,700	17
18	\$ 68,000	\$ -	\$ 96,000	15 LOSAP - Volunteer Retirement	\$ 96,000	\$ 96,000	\$ 96,000	18
19	\$ 8,500	\$ 1,407	\$ 3,372	16 Life Insurance, AD&D	\$ 3,709	\$ 3,709	\$ 3,709	19
20	\$ 363,075	\$ 4,300	\$ 292,000	17 Medical, Dental, Vision Insurance	\$ 320,756	\$ 320,756	\$ 320,756	20
21	\$ -	\$ -	\$ 48,000	18 Medical Expense Reimbursement Program	\$ 70,000	\$ 70,000	\$ 70,000	21
22	\$ -	\$ -	\$ -	19 Post Employment Health Plan (PEHP)	\$ 16,500	\$ 16,500	\$ 16,500	22
23	\$ -	\$ -	\$ -	19 Deferred Comp Match	\$ 11,275	\$ 11,275	\$ 11,275	23
24	\$ 23,043	\$ -	\$ -	19 Career Dental Insurance	\$ -	\$ -	\$ -	24
25	\$ 31,500	\$ 18,000	\$ 24,800	20 Physical Exams & Employee Assistance	\$ -	\$ -	\$ -	25
26	\$ 25,000	\$ 3,651	\$ 26,723	21 Unemployment Insurance	\$ 30,526	\$ 30,526	\$ 30,526	26
27	\$ -	\$ 1,600	\$ 1,290	22 Background Checks	\$ -	\$ -	\$ -	27
28			\$ 48,000	26 Student Firefighter Program Stipend	\$ 58,000	\$ 58,000	\$ 58,000	28
29			\$ 25,000	27 Duty Officer Stipend	\$ 25,000	\$ 25,000	\$ 25,000	29
30				30 Total full time equivalent (FTE)*	13.75	\$ 13.75	\$ 13.75	30
31	\$ 2,544,959	\$ 194,642		31 Ending balance (prior years)				31
32				32 UNAPPROPRIATED ENDING FUND BALANCE				32
33	\$ 2,465,416	\$ 212,246	\$ 2,089,016	33 TOTAL REQUIREMENTS	\$ 2,546,616	\$ 2,546,616	\$ 2,546,616	33



Property/Casualty, Workers' Compensation & Health

Budget Forecast

2022 Renewals



Dear Board Members and Fire Chief:

This information has been generated to assist your District with projecting insurance premiums as you prepare your operating budget for adoption in June 2022. *Your District's individual claims frequency and severity of losses will play a key role in the final equation for your potential increases or decreases of premiums.*

General Observations

These last couple years have been challenging for every organization due to the ongoing COVID-19 pandemic. Optimistically, we are reaching the end of a pandemic and moving into a disease that is endemic within a highly protected society. Most, if not all, establishments are open and have resumed relatively normal operations. That is to say, the public is allowed back in your buildings, you are renting facilities, and conducting routine operations. The challenges have included personnel shortages, supply chain delays, whipsawing rules, and not least, the loss of loved ones. One of the biggest challenges has been hiring and retaining people. Call them personnel, labor, staff, or human resources. But unlike your vehicles, buildings, and equipment, people have minds and they have made them up. They are burned out from the politicized animus in the workplace. They are tired of the long hours, perhaps covering for other people that are out sick or for long-vacant positions you have been unable to fill. They are tired of the public versus their Board or Council, the Board or Council versus your organization's leadership, and the peer-to-peer tension. People are leaving their jobs in droves and organizations are struggling to hire. This is forcing organizations to re-think how they operate and their expectations of their people. Many organizations want to return to Business-as-Usual with all employees in the building and working normal hours. However, many people have not only grown accustomed to the flexibility of working from home but have come to rely on it as daycare is unavailable, schools change schedules and intermittently close, and inflation has driven up all the costs of working including clothing, fuel, insurance, daycare, and vehicles. Your "human resources" have made up their mind and most are saying, "let me continue working flexibly in both time and location or else." And the challenges are not just at the entry and middle levels. We are seeing record leadership departures due to these challenges and conflicts. Certainly, many of your employees must be present to perform hands-on jobs in many of your departments.

The challenges for organizations to recruit and retain talented people stresses your ability for continuity of operations and to be resilient. WHA offers trainings to address the morale in your organization and improve the workplace culture. We encourage your organization to be thoughtful and inclusive in your deliberations of how to balance in-person, hybrid, and remote work options.

Property

This was another record year for insured losses from natural catastrophes. Reaching \$120 billion which was the 4th highest on record. Contributing to this was Hurricane Ida (\$36 bln), Texas Freeze (\$15 bln), and flash floods in Europe (\$13 bln). Additional factors affecting affordability of insurance are inflation, increased claims costs, rising construction costs, tight labor market, and supply chain challenges. The upside of rising interest rates is the ability for insurance carriers to offset these costs with their investments. We strongly recommend including your insurance agent as you plan construction and remodeling projects. We can assist with discussing the effects of location and construction type such as flood and wildfire risks, costs, and benefits of builders' risk coverage, Crime Prevention Through Environmental Design, and Prevention Through Design for safe workplaces.

Cyber

This threat is exponentially growing and affecting any type and all organizations. Public entities are a primary focus of these criminal efforts. Hackers have many paths to disrupt your organization including ransomware, phishing, directed denial of service (DDOS), and so much more. The primary way they gain access is through an employee clicking on a link, opening an infected communication, or otherwise divulging information that compromises your security. Some of the best ways to address this risk are through aggressive prevention measures both with hardware and software as well as with employee training and penetration testing. We strongly recommend enlisting a cyber security firm to conduct a thorough risk assessment and then prioritizing the work and budget to address their recommendations. We see insurance markets declining to offer coverage to Public Entities regardless of their clean loss runs and top-notch practices. Your best practice is to implement prevention strategies.

Liability

Public records requests from citizens have skyrocketed this last year as a political action tool to bully organizations by swamping them with records requests. You have certainly heard of citizens using boilerplate letters to request public officials' bonds information, crime policy information, and more. Rest assured that your insurance pool (CIS, SDIS, and PACE) all include public official coverage in the Crime policy. These groups threaten claims directly to the public official in an effort to get organizations to act contrary to the law in dropping mask and vaccine requirements. This has put many leaders in a tight spot when their Board or Council is directing actions contrary to law. Remember that your organization has some coverage for legal defense related to COVID-19 only when you are in compliance with laws. If your organization is considering making any changes, we strongly recommend you contact your carrier's pre-loss legal counsel as well as your own retained counsel. WHA can discuss how changes affect your coverage.

Auto Physical Damage

Catalytic converter thefts skyrocketed this last year. The State of Oregon's legislature is considering legislation that will make it more challenging for criminals to recycle these items for cash. Criminals have already adapted to stealing components from Air Handling Units on the roofs of buildings. Again, WHA's Public Entities team have experts in Crime Prevention Through Environmental Design that can assist you in reducing your exposure.



Preparedness Breeds Resilience

WHA has one primary message because of all the challenges in Property, Liability, Cyber, and Auto. That is to improve your Resilience. Conduct a thorough Risk Assessment and improve your Resilience through proactive measures. Ensure you can continue operations when an event occurs. Lean on your neighboring and partner organizations such as COGs, ESDs. Consider contracting ahead of time for disaster recovery services to have them available when emergencies occur.

| Property

Early indications suggest that property rates will increase in 2022. We expect to **see property rates at a 5% increase if you are part of the rate-lock. If you are not part of the rate-lock we expect an increase of 10%.** WHA expects **property values to be trended 5%** due to normal inflation. It is possible that some high-value properties could see a larger increase as carriers continue to fear catastrophic losses from a single event. This fear was sadly realized in our 2020 wildfires. Our suggestion is to review deductible options that align with your risk appetite. Evaluate the District's Personal Property and Mobile Equipment to reflect new acquisitions and upgrades. It may be actuarially sound next renewal to explore increasing your deductibles, which could balance out or reduce the overall rate increase.

If your District has added any new vehicles or adjusted vehicle values, buildings, equipment, or other property exposures, you will need to take those into account when anticipating premiums for your budgeting purposes.

One of the best actions a policyholder can take to control your rate increases is to prevent and mitigate your property and equipment losses. WHA Risk Management personnel will consult with you to harden your property against wildfires, to deter criminal behavior (CPTED), and to identify the best preventive maintenance practices to prevent water damage and other easily avoidable losses.

| Liability

Liability (Casualty) premiums are based on budgets, payroll, and past losses. Therefore, if the District's budgeted income or payrolls are projected to increase, plan on proportional increases for the premium. Additionally, you may want to budget for a **5% increase in your general liability rates.** Liability exposures from employee relations and sexual abuse and molestation have drastically increased the costs of this insurance with re-insurers assessing higher premiums to staunch their losses.

If your District has increased Budgeted Personal Services, Budgeted Materials and Supplies, and Budgeted Contingencies, or any other liability exposures, you will need to take those into account when anticipating premiums for your budgeting purposes.



TOTAL PACKAGE INCREASE

After careful consideration and discussions with SDIS, we tentatively anticipate a rate increase higher than the one we experienced for the 2021 SDIS Package renewal.

Our recommendation is to err on the side of caution and budget for an overall increase of at least 8% to 10% for the SDIS package policy.

Workers' Compensation

In September of 2021, Oregon Department of Consumer and Business Services approved 2022 pure rates submitted by NCCI with an average 5.8% reduction from 2021 and **an overall decline of 51% during the 2013-2022 period**. The NCCI's (National Council on Compensation Insurance) pure rate is the starting point for each class code and is multiplied by the carrier's rate load (operating costs) to obtain the cost per \$100 of payroll for each class code. The District's claims for the three full years prior to the most recently completed year are factored into an equation to give an experience modifier based on your claims experience. The **formula used to calculate the experience modifier caps each individual primary loss point at \$18,500 for 2022; the single claim limit remains at \$200,500**. Your experience modifier (1.0 is the average for each industry) further adjusts the premium for the Workers' Compensation coverage.

In the next few months, those Districts that have opted for reimbursement of non-disabling claims will be given the option to pay back small claims, removing them from the experience modifier calculation. Part of our continuing service is to assist your District with the review of those claims and provide you with a Cost Benefit Analysis.

Important Notes for the Coming Year of Workers' Compensation:

- The cents-per-hour assessment for the Workers Benefit Fund will remain at 2.2 cents per hour
- The non-disabling claims reimbursement limit remains at \$2,300
- DCBS Assessment increased to 9.8% effective 1/1/2022. For public-sector self-insured employer groups, the DCBS Assessment is 9.9%
- **Effective 1/1/21, new and renewing, qualifying COVID-19 Claims will not be considered in the number of claims in the rating period**

Please note Pure Rate changes in the following common Class Codes*:

CODE	Description	'21	'22	% Chg
7710	Firefighters & Drivers	2.21	2.24	1.36%
8411	Municipal Volunteers: Fire Fighters & Drivers	0.68	0.65	-4.41%
8742	Salespersons: Outside - No Delivery / Demo	0.13	0.12	-7.69%
8810	Office Clerical	0.07	0.06	-14.29%
7710	Firefighters & Drivers	2.21	2.24	1.36%

**Please let us know if there are other Class Codes you'd like to see*

| Health Benefits

Over the past year, we have seen an increase in COVID-19 claims across the board. In addition, as services continue to re-open, we have also seen an uptick in elective procedures and dental services. While the industry average is still around 8-10% for Medical and 3-5% for Dental we did have a couple of new legislative changes effective January 1, 2022, that could potentially impact future claims.

One is the No Surprises Act that, as of January 1, 2022, gives consumers new billing protections when getting emergency care, non-emergency care from out-of-network providers at in-network facilities, and air ambulance services from out-of-network providers. Through new rules aimed to protect consumers, excessive out-of-pocket costs are restricted, and emergency services must continue to be covered without any prior authorization, and regardless of whether or not a provider or facility is in-network.

The second is a change to acupuncture and spinal manipulation, moving from a dollar limit to a visit limit. Benefit can vary, but the Benchmark is a 12-visit annual limit for acupuncture and a 20-visit annual limit for spinal manipulation.

Since SDIS is a self-funded program, SDIS will be able to provide a better estimate to the SDIS group at the SDAO conference in February. However, we have heard that claim experience has improved over the past 12 months, so we anticipate the overall increase for 2022 to be lower than 2021.

If you have any question or would like to discuss your specific group, please contact Rich Allm at rallm@whainsurance.com or Kim Nichol森 at knichol森@whainsurance.com with any benefits questions.

| Bond/Crime Coverage

The District should avoid having more than one carrier for your Bond and/or Crime coverage to avoid potential reduction of coverage. Our recommendation to protect the District is that Blanket Bonds or Crime Coverage should be written to cover full faithful performance of duties for all employees.

The rates with most companies will remain flat from the prior year. Recent claims against public entities suggest the need to evaluate accounting policies and procedures, as well as consider updating the limits to reflect your current exposure. While the State of Oregon's minimum requirement for the smallest Districts is \$10,000, most Districts should consider a minimum \$100,000 limit. Implementing more non-cost bearing internal controls and security systems is also recommended to reduce potential claims.

| Provident

We expect a flat renewal for Provident AD&D. Indications suggest the Accident & Health policies will not see any plan design or rate changes. Individual group annual premiums may go up or down depending on the number of members, elected plan coverages, and age demographics. All policies that are currently in the middle of their cycle will have locked rates.

| Specialty Markets **Builders' Risk, Cyber, Excess Liability, Earthquake & Flood**

Specialty markets have been significantly impacted by the events of the last year. Civil unrest, riots, theft, arson, malicious mischief, and vandalism all contribute to increase risk for carriers.

New construction projects are an attractive nuisance anytime and even more so now. Expect to see carriers that offer Builders' Risk to increase contingencies (coverage requirements) such as 24-hour surveillance, 100% fenced projects, or onsite physical security. The record-breaking wildfire season in the Northwest in addition to the many other disasters are contributing to very high rates for Builders' Risk coverage. The Special Districts pool continues to be the most competitive option for construction projects valued up to \$2,000,000.

Cyber coverage has been somewhat included by Oregon's pools including Special Districts for PACE and SDIS and CIS for cities and counties. Due to the increased frequency and high cost of claims expect to see these coverages change significantly. None of the pools' coverages are as comprehensive as a stand-alone Cyber policy. However, this has been somewhat mitigated by having the Crime coverage under the same policy. Expect to see continued changes to their cyber coverage. We strongly recommend working with your WHA agent to secure stand-alone comprehensive Cyber coverage.

Excess Liability: A new recommendation from WHA is for our clients to strongly consider purchasing excess liability policies that can provide not just excess coverage but also drop-down coverage that can fill in gaps and add coverage to sublimits in your primary layer of coverage. As the insurance market hardens and carriers add exclusions, raise deductibles, and narrow definitions, an excess policy can fill those gaps and provide excess limits in the event of severe claims.

Earthquake & Flood. The pools limit total coverage under earthquake and flood. WHA recommends working with your agent to identify the most at-risk properties and crafting a plan to protect them. Earthquake and flood policies can be used to cover specific individual properties.

Marketing

WHA monitors carriers and programs in the marketplace to fulfill our duty of due diligence for the most comprehensive coverage and policy forms, competitive premiums, efficient claims adjustors and loss control services. As we work with you, we will continue to approach the general insurance industry to provide a thorough market analysis.

WHA is a full-service safety and risk management insurance agency. Our team is available to aid with your ongoing insurance and risk management efforts. If you have any questions or would like assistance, please contact us at 800-852-6140 or email your question to Jeff Griffin at jgriffin@whainsurance.com, or Nathan Cortez at ncortez@whainsurance.com.

Best Regards,



Jeff Griffin

Chief Executive Officer



WHA Insurance Agency | 2930 Chad Drive, Eugene, OR 97408
whainsurance.com | 541-342-4441



Estacada Rural Fire District
2022 OFCA Plan Rate Display
 North Region - Effective July 1, 2022

	Current - OFCA (Regence)	Renewal - OFCA (Regence)	OFCA (Regence)							
	Option 5 - \$2500 Deductible	Option 5 - \$2500 Deductible	Option 1 - \$500 Deductible	Option 2 - \$1000 Deductible	Option 3 - \$2000 Deductible	Option 4 - \$1500 Deductible	Option 6 - \$5000 Deductible	Option 7 -HSA \$3000 Deductible		
Medical Benefits	In-Network	In-Network	In-Network	In-Network	In-Network	In-Network	In-Network	In-Network		
Individual Deductible	\$2,500	\$2,500	\$500	\$1,000	\$2,000	\$1,500	\$5,000	\$3,000		
Family Deductible	\$5,000	\$5,000	\$1,500	\$3,000	\$6,000	\$4,500	\$10,000	\$6,000		
Individual OOP Max	\$5,000	\$5,000	\$2,500	\$4,000	\$6,000	\$4,500	\$6,850	\$6,000		
Family OOP Max	\$10,000	\$10,000	\$5,000	\$8,000	\$12,000	\$9,000	\$13,700	\$12,000		
Preventative Office Visit	Covered in full	Covered in full								
Primary Care Office Visit	\$30 Copay, ded. waived	\$30 Copay, ded. waived	\$20 Copay, ded. waived	\$20 Copay, ded. waived	\$25 Copay, ded. waived	\$25 Copay, ded. waived	\$30 Copay, ded. waived	20%		
Urgent Care Office Visit	\$30 Copay, ded. waived	\$30 Copay, ded. waived	\$20 Copay, ded. waived	\$20 Copay, ded. waived	\$25 Copay, ded. waived	\$25 Copay, ded. waived	\$30 Copay, ded. waived	20%		
Specialist Office Visit	\$30 Copay, ded. waived	\$30 Copay, ded. waived	\$20 Copay, ded. waived	\$20 Copay, ded. waived	\$25 Copay, ded. waived	\$25 Copay, ded. waived	\$30 Copay, ded. waived	20%		
Virtual Visits	Covered in full	Covered in full	Covered in full	Covered in full	Covered in full	Covered in full	Covered in full	20%		
Coinsurance	20%	20%	20%	20%	20%	20%	20%	20%		
Diagnostic Lab and X-Ray	20% ded. waived	20% ded. waived	20% ded. waived	20% ded. waived	20% ded. waived	20% ded. waived	20% ded. waived	20%		
Advanced Imaging	20%	20%	20%	20%	20%	20%	20%	20%		
Emergency Room	\$100 Copay, ded. waived	\$100 Copay, ded. waived	\$100 Copay, ded. waived	\$100 Copay, ded. waived	\$100 Copay, ded. waived	\$100 Copay, ded. waived	\$100 Copay, ded. waived	20%		
Dental Benefits										
Moda - Dental (Adult) Preventive does not count towards annual maximum	Constant Plan - \$25/75 Ded., 100*/80/50 \$1500 Max		Constant Plan - \$25/75 Ded., 100*/80/50 \$1500 Max Ortho- \$1,500 Lifetime Max							
Pediatric Dental										
(Members under age 19)	\$350 Individual / \$700 Family Annual Out of Pocket Maximum		\$350 Individual / \$700 Family Annual Out of Pocket Maximum							
Prescription Drug Benefits	30 Day	30 Day	30 Day	30 Day	30 Day	30 Day	30 Day	30 Day		
Deductible	Waived on all tiers	Waived on all tiers	Waived on all tiers	Waived on all tiers	Waived on all tiers	Waived on all tiers	Waived on all tiers	Applies to all tiers		
Regence - Rx Plan Option 1	Value	\$2	Value	\$2	Value	\$2	Value	\$2	Value	20%
	Select	\$10	Select	\$10	Select	\$10	Select	\$10	Select	20%
	Preferred	\$20	Preferred	\$20	Preferred	\$20	Preferred	\$20	Preferred	20%
	Brand	\$50	Brand	\$50	Brand	\$50	Brand	\$50	Brand	20%
	Specialty	\$50	Specialty	\$50	Specialty	\$50	Specialty	\$50	Specialty	20%
Alternative Care										
Office Visit	\$20 Copay, ded. waived	\$20 Copay, ded. waived	\$20 Copay, ded. waived	\$20 Copay, ded. waived	\$25 Copay, ded. waived	\$25 Copay, ded. waived	\$30 Copay, ded. waived	20%		
Benefit Maximum Benefit Change 7/1/22	\$2000 Annual Maximum		Chiro - Unlimited Visits Acupuncture - 12 Visits							
Vision										
Exam	\$20 Copay, ded. waived	\$20 Copay, ded. waived								
Hardware Allowance	\$300 Allowance		\$300 Allowance							
Frequency	Per calendar year		Per calendar year							
Census										
Employee Only	2	\$711.91	\$711.91	\$888.97	\$811.69	\$717.71	\$758.26	\$698.17	\$633.87	
Employee + Spouse	1	\$1,488.51	\$1,488.51	\$1,860.25	\$1,698.04	\$1,500.71	\$1,585.84	\$1,459.66	\$1,324.68	
Employee + Family	7	\$2,118.56	\$2,118.56	\$2,640.76	\$2,412.87	\$2,135.69	\$2,255.26	\$2,078.03	\$1,888.42	
Employee + Child(ren)	0	\$1,257.73	\$1,257.73	\$1,564.00	\$1,430.36	\$1,267.80	\$1,337.92	\$1,233.97	\$1,122.74	
Total Monthly Premium		\$17,742.25	\$17,742.25	\$22,123.51	\$20,211.51	\$17,885.96	\$18,889.18	\$17,402.21	\$15,811.36	
Total Annual Premium		\$212,907.00	\$212,907.00	\$265,482.12	\$242,538.12	\$214,631.52	\$226,670.16	\$208,826.52	\$189,736.32	
Monthly Dollar Amount of Change		\$0.00	\$0.00	\$4,381.26	\$2,469.26	\$143.71	\$1,146.93	-\$340.04	-\$1,930.89	
Annual Dollar Amount of Change		\$0.00	\$0.00	\$52,575.12	\$29,631.12	\$1,724.52	\$13,763.16	-\$4,080.48	-\$23,170.68	
Percent of Change		0.00%	0.00%	24.69%	13.92%	0.81%	6.46%	-1.92%	-10.88%	

This comparison is for illustrative purposes only. If a conflict arises, carrier information takes precedence.

Estacada Health Insurance Premiums Contribution Sheet

Benefits	<i>Employee Only</i>	<i>Employee + Spouse</i>	<i>Employee + Family</i>	<i>Employee + Child(ren)</i>
Option 5 - \$30 OV, \$2500/5000 Ded., 20% to \$5000/10,000 OOP Max	\$522.42	\$1,097.12	\$1,541.22	\$903.81
Alternative Care \$2,000 Annual Maximum (Embedded in medical)	\$0.00	\$0.00	\$0.00	\$0.00
Rx - Option 1 \$10/20/50	\$119.06	\$250.03	\$351.20	\$205.99
Vision - \$20 OV, \$300 Max	\$15.88	\$33.33	\$46.80	\$27.42
Dental Option 2 - \$25/75 Ded., 100/80/50, \$1500 Max	\$53.43	\$105.79	\$167.77	\$110.06
Ortho - 50% / \$1500 Lifetime Max	\$1.12	\$2.24	\$11.57	\$10.45
Total Monthly Premium	\$711.91	\$1,488.51	\$2,118.56	\$1,257.73
Employer monthly contribution (90%)	\$640.72	\$1,339.66	\$1,906.70	\$1,131.96

Employee Monthly Contribution (10%)	\$71.19	\$148.85	\$211.86	\$125.77
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Bi-weekly Contribution (10%) 26 pay periods

\$32.86

\$68.70

\$97.78

\$58.05

*Does not include life insurance, Employer pays 100% of premium

\$2.37 per month per employee

MEMORANDUM

DATE: March 14, 2022
TO: Independent Insurance Agents
FROM: Underwriting Department
SUBJECT: 2022-2023 Workers' Compensation Renewal Update

We are excited to report that the SDIS Workers' Compensation Program currently has 550 district participants and is now the largest self-insured workers' compensation group in Oregon! Your support has allowed us to achieve this success and provide the best service possible to our members. Please take a moment to review this memo for information about the 2022-2032 workers' compensation renewal. If you need to contact us, please send an email to underwriting@sdao.com.

Our program is strong because of the members we serve and their commitment to a safe and healthy workplace. Along with their commitment, our program is truly unparalleled in the service, value and protection we provide. We take coverage to the next level with our Safety-Net Benefits. These are additional benefits provided to all participating member districts. These coverages include:

- First Fill Coverage
- Family Support Coverage – Surgery and Catastrophic Injury
- Criminal Defense Cost Coverage: **\$250,000**
- OSHA Defense Cost Coverage: **\$10,000**
- HIPAA Defense Cost Coverage: **\$10,000**

For more information about Safety-Net Benefits, please visit www.sdao.com/S4/Programs/insurance.aspx

Please note: On the district's invoice, you will see a charge for these benefits as a separate line item. In order to continue providing these extremely valuable coverages, we must institute a 5% premium charge. If you are enrolled in the SDIS Property/Casualty Program, you will also see a line item reflecting the premium discount for having multi-line coverages.

Enclosed Materials

1. Renewal Update Form

- Please update and submit budgeted *2022-2023 Estimated Payrolls*, a limit for *Employers Liability Coverage*, and the *Number of Employees and Volunteers*. Pricing is based solely on expiring payroll figures. You may use the new estimated payroll amounts to estimate next year's pricing given the pricing information included.

NOTE: Pricing will change if a district partakes in the Medical Expense Reimbursement Program (MERP). If a district is submitting reimbursement monies, you will need to

contact underwriting@sdao.com to get actual pricing after the reimbursement/mod adjustment is made.

- See the memo titled *Basis of Contribution* attached to this document.

2. Experience Rating Worksheet

- This shows how we calculated your experience rating modification factor.
- **The experience modification factor is used for manual premiums exceeding \$2,500.**
- **All other districts automatically have an experience modification factor of 1.0.**

3. Loss Runs

If you don't have any changes to make OR you have entered the updates, please email underwriting@sdao.com to confirm the district is ready for their renewal packet.

Renewal Timeline

March 14 th	Update packets posted on the Insurance Site at www.sdao.com
April 15 th	Renewal invoices and declaration pages posted online for those that have completed their renewal and alerted Underwriting that they are ready for their renewal packet.
May 13 th	Deadline for agents to update payroll schedules online.
June 3 rd	Renewal invoices and declaration pages posted online for remaining accounts that have not already been issued.
August 1	Due date for annual contributions.

General Information

1. Rates - The rates displayed on the Workers' Compensation Update Form are the National Council on Compensation Insurance (NCCI) rates plus a rate load that varies by each individual district's experience rating modification factor and contribution size. Individual district rates will vary due to selected rate load.
2. NCCI Class Code List - Detailed information regarding class code descriptions can be found on the SDAO website. To view this listing, please visit the Insurance Site located on the SDAO website at www.sdao.com.
3. Terrorism Exposure Contribution - This charge is being assessed to all members in response to a recommendation from the NCCI to help offset increased reinsurance costs associated with the risk of terrorism.
4. Option for Reimbursement of Medical Expenses on Non-Disabling Claims (MERP) - Districts can control their experience modification factor by reducing their medical only claims expenses. To enroll in the program, the MERP Election Form must be printed, completed, and submitted to the Underwriting Department.

NOTE: Districts that are already in the program do not have to sign the form every year.

5. Return to Work Program and Assistance - One of the benefits of being a part of the SDIS Workers' Compensation Program is our return to work program and assistance. This program benefits both the SDIS pool and individual districts. For additional information please contact wc@sdao.com.
6. Preferred Worker - If your district has a preferred worker and has been issued a preferred worker's ID card through the Workers' Compensation Division, please fill out the appropriate information on the Preferred Worker Form for our records. You are able to deduct the payroll for any preferred worker when you report payrolls at year end. Any claim that qualifies will not be used in calculating your district's experience rating modification factor.
7. Volunteers - If a district has never covered volunteers before, but would like to elect volunteer coverage for the upcoming year, they must complete all three of the following forms. *These forms must be printed, completed and submitted to the Underwriting Department prior to renewal:*
 - Board and Volunteer Election Form
 - Volunteer Resolution
 - Board and Volunteer Roster

If a district already covers volunteers, and has not added any new volunteer classifications, then they must simply update the estimated assumed payroll on the enclosed Renewal Update Form. If they have added new volunteer classifications, then a new Board and Volunteer Election Form must be completed.

The SDAO website allows members and agents to update the district's roster. Please visit the Insurance Site located on the SDAO website to update or view your roster.

Rate Development

SDIS uses Oregon Pure Rates developed by the National Council on Compensation Insurance (NCCI) as base rates before adding expense loads. This is the same rating basis all carriers in Oregon use. The rates are developed using claims experience in each payroll classification.

If you have any questions about the renewal, please give us a call at 800-285-5461 or send an email to underwriting@sdao.com.

BASIS OF CONTRIBUTION - PAYROLL

TO: SDIS Workers' Compensation Members
FROM: Underwriting Department
SUBJECT: Explanation of the Basis of Contribution – Payroll

When we issue a Declaration Page, the contribution is estimated based on the description of work and payroll information supplied to us by you and/or your agent.

After the policy expires, SDAO will perform an audit of the policy period. This will be either a self-audit or a physical audit by the SDAO staff. At that time, your final premium will be based on your district's actual payroll.

“Payroll” means the total remuneration paid or payable by the district for the services of the employees.

Payroll Includes:

- a) Salary
- b) Hourly Base Pay
- c) Bonus Pay- Bonuses paid to employees less than twice in a policy period that are unanticipated may be excluded. All other bonuses are reportable.
- d) Piece Work Pay
- e) Incentive Pay
- f) Longevity Pay
- g) Retroactive Payments
- h) Overtime Pay (At the straight rate of pay)- Example: An employee making \$10/hour regular pay gets \$15/hour overtime. The additional \$5/hour overtime pay is excluded.
- i) Shift Differential Pay
- j) Standby Pay
- k) Employee Payments for Insurance Premium
- l) Jury Duty Pay
- m) Value of Housing In Exchange for Labor
- n) Sick Leave and Maternity Leave
- o) Sick Leave Buyout
- p) Comp Time
- q) Holiday Pay
- r) Travel Pay- Unless based on actual mileage reimbursements.
- s) Fair Market Value of Housing, Trailer or Apartment Allowance
- t) Employee Cafeteria, Flexible Benefits and Zero Reimbursement Accounts
- u) Payments to Individual Retirement Accounts
- v) Payments or Allowances for Tool Rent or Equipment Provided by the Employee
- w) Volunteers at the Agreed Assumed Wage Per Unit Worked
- x) Uninsured and/or Unlicensed Subcontractors
- y) Reimbursements for Meals, Mileage, and Lodging- Unless they meet the criteria in *Employee Expense Reimbursements and Allowances*, below.

Employee Expense Reimbursements and Allowances:

Reimbursed expenses and flat expense allowances, except for hand or power tools, paid to employees may be excluded from the audit, provided that all three of the following conditions are met:

- a) The reimbursed expenses or expenses for which allowances were paid were incurred upon the business of the employer;
- b) The amount of each employee's expense payments or allowances is shown separately in the records of the employer; and
- c) The amount of each expense reimbursement or allowances approximates the actual expenses incurred by the employee in the conduct of his or her work.

Payroll Does Not Include:

- a) PERS Pickup and Cash Out Pay
- b) Tips and Gratuities
- c) Excess Overtime- The portion of pay in excess of the normal and regular rate of pay (generally the half-time pay).
- d) Severance Pay
- e) Unanticipated Bonus Pay- If paid less than twice per policy period.
- f) Vacation Pay
- g) Verifiable Reimbursements for Actual Expenses- Such as meals, mileage or lodging. Refer to *Employee Expense Reimbursements and Allowance*, above.
- h) Value of Rewards
- i) Safety Incentive Bonuses- If based on a written safety plan.
- j) Group Insurance Programs (Employer-paid and Direct-remit Portion)
- k) Preferred Workers Employed Under the Oregon Preferred Worker Program
- l) Taxable Amounts Reported as Payroll for the Personal Use of a Company Car
- m) Third-party Sick Pay or Disability Payments
- n) Uniform Allowances
- o) Contract Buyouts
- p) Payments for Active Military Duty
- q) Bereavement Pay
- r) Graduation Pay

If you have any questions regarding the basis of premium for your district, please contact the SDAO Underwriting Department staff at underwriting@sdao.com or (800) 285-5461.

IMPORTANT

As a member of Special Districts Insurance Services (SDIS) Workers' Compensation Program (group self-insured), OR-OSHA requires that certain loss control efforts set out in OAR 437-001-1055 and OAR 437-001-1060 be implemented by your district.

OAR 437-001-1055 requires each member of a group self-insured program to establish a written occupational health and safety loss prevention program that includes:

1. implementing loss prevention efforts aimed at eliminating or reducing health and safety injuries and illnesses; and
2. informing managers and workplace locations of the availability and procedure for requesting loss prevention assistance.

OAR 437-001-1060 then outlines what is required as part of the loss prevention effort.

SDIS and legal counsel have put together a program that will help members meet the OR-OSHA requirement for a loss prevention effort at your district. This loss prevention effort is above and beyond your already required written programs such as hazard communication and lockout/tagout.

Step One: Ensure that all managers at your district know that SDIS is your workers' compensation carrier and that as a member of the program, loss prevention assistance is available. This can be as simple as sending an email out to all managers or posting a notice at all establishments stating this (attached is a notice you can copy and post). Have a plan in place ahead of time so that if loss prevention assistance is needed, managers will know who to contact at your district so it can be forwarded to the SDAO Risk Management Department.

Step Two: Have a written loss prevention effort that encompasses the district's operations. A generic District Loss Control Program has been included in this toolkit to help meet the requirements. Review this document and add any specific/unique safety issues at your establishments. A copy of this document needs to be located at each establishment, with added district specific hazards, if any. You can use the same loss prevention effort at multiple establishments if the operations are similar at the various locations.

This loss prevention effort needs to be reviewed on an annual basis and changes made when operations or processes have changed, as needed. Document this review and forward the documentation of the loss prevention effort to SDIS by using the included self-insured LCP annual evaluation form or equivalent. SDAO risk management staff will be reviewing your loss prevention efforts during their visits throughout the year.

Failure to comply with these OR-OSHA requirements can result in fines for your district. SDAO's Risk Management Department is available to help you meet this loss prevention program requirement.

Please take advantage of our assistance by calling us at **800-285-5461** or emailing riskmanagement@sdao.com

DISTRICT LOSS CONTROL PROGRAM (LCP)

The safety and health of all workers/employees is a shared goal of all who work for this district. The district's policy is that managers, supervisors, and all other employees share responsibility for taking reasonable steps to engender a safe and healthful workplace.

The district has a safety committee consisting of management and labor representatives, or it holds safety meetings. The goal of the committee is to assist in identifying hazards and unsafe work practices, mitigating obstacles to accident prevention, and evaluating the district's safety program.

The district expects all management and hourly employees to participate in the following LCP efforts by:

- Striving to achieve zero accidents and injuries
- Taking reasonable steps to improve safety and health policies and procedures at the district
- Assisting loss control efforts aimed at identifying and mitigating industrial hygiene and/or safety hazards
- Identifying reasonable and appropriate mechanical and physical safeguards
- Conducting reasonable safety and health inspections
- Training workers as needed in safe work practices and procedures
- Identifying and providing personal protective equipment (PPE) as appropriate to specific job tasks, and training employees in proper care and use of PPE
- Using appropriate PPE
- Reporting hazards, unsafe work conditions, and on the job near misses/accidents
- Assisting in the investigation into the cause of on the job injuries, and in the identification of reasonable methods to prevent similar occurrences
- Supervising workers in safe work practices
- Enforcing applicable safe work rules
- Disciplining and retraining workers that fail to work safely
- Participating in and supporting safety committee activities
- Reviewing the district's safety and health program annually or as needed

Discipline up to and including termination could result from a failure to pay reasonable attention to any of the above.

If loss prevention assistance is needed at any time, contact:

SDIS Risk Management
800-285-5461
riskmanagement@sdao.com



This District is Self-Insured for Workers' Compensation Insurance Through the Special Districts Insurance Services Trust (SDIS)

Pursuant to OAR 437-001-1050, 437-001-1055, and 437-001-1060, SDIS provides assistance and loss prevention services should district personnel and/or volunteers have concerns regarding health and safety hazards.

SDIS strives to help Oregon's special districts provide a safe and healthy workplace. Should you have safety or health concerns, please contact your district risk manager, business manager, or supervisor.

Managers and supervisors are to be advised that assistance regarding safety and health hazards may be obtained by contacting:

SDIS Administrator: SDAO Risk Management Department
Toll-Free: 800-285-5461
Email: riskmanagement@sdao.com
Mailing Address: PO Box 12613, Salem, OR 97309-0613

Display this information in each district facility in a place where your employees can easily read it.

Failure to comply with OR-OSHA requirements may result in fines for your district.

Administered by Special Districts Association of Oregon
PO Box 12613 | Salem, OR | 97309-0613
Toll-Free: 800-285-5461 | **Phone:** 503-371-8667
Email: riskmanagement@sdao.com | **Web:** www.sdao.com

Self-Insured LCP Annual Evaluation

Date: _____ District: _____

Person(s) conducting the evaluation: _____

1 Needs improvement

2 No concerns, but could be improved

3 Excellent

Performance Measure	Effectiveness	Ideas for Improvement
How effectively is the district implementing its written policy concerning management's commitment to health and safety?	1 2 3	
How effective is the district's health and safety accountability system for Management and Employees?	1 2 3	
How effective are the district's training practices and follow-up?	1 2 3	
How effectively is the district conducting hazard assessments and controlling identified hazards?	1 2 3	
How effectively is the district implementing its system for investigating all recordable occupational injuries and illnesses, including formulating written findings and taking corrective action?	1 2 3	
How effective is the district's system for evaluating, obtaining, and maintaining personal protective equipment?	1 2 3	
How effectively is the district using on-site routine industrial hygiene and safety evaluations to detect physical and chemical hazards?	1 2 3	
How well is it implementing engineering or administrative controls when physical and chemical hazards are identified?	1 2 3	
How effectively is the district evaluating workplace design, layout and operation?	1 2 3	
How well is the district addressing any identified concerns through measures including assistance with job site modifications?	1 2 3	
How effectively is the district engaging its employees in the overall health and safety effort?	1 2 3	
Has the district utilized SDIS risk management services in the past year?	Yes / No	

Note: Ideas for improvement should be given for all areas where effectiveness has been rated at "1." Evaluators should also strive to give ideas for improvement for all areas where effectiveness has been rated at "2." These ideas for improvement should be discussed with management safety and health leadership.

Date: _____ District: _____

Person(s) conducting the evaluation: _____

Comments

Oregon Administrative Rules for Self-Insured & Group Self-Insured Employer Loss Prevention Assistance /Loss Prevention Programs

437-001-1050 Self-Insured and Group Self-Insured Employer Loss Prevention Assistance.

1. A self-insured employer and each self-insured group shall make available to each of its workplace or group locations occupational safety and health loss prevention assistance.
2. A self-insured employer or group shall acknowledge all requests for services which do not involve alleged hazards from any of its locations within 30 days by scheduling a date to begin providing services.
3. Any request from locations of the self-insured employer or group regarding imminent danger of an alleged hazard shall be responded to as soon as possible with loss prevention services.
4. All other requests regarding alleged hazards other than imminent danger shall be responded to with loss prevention services as soon as practicable, but not longer than 30 days following the date of the request.

437-001-1055 Self-Insured and Group Self-Insured Employer Loss Prevention Programs.

Each self-insured employer and each member of a group self-insured program shall establish and implement a written occupational health and safety loss prevention program for each establishment. As a minimum requirement, the program shall:

1. Provide for a loss prevention effort within the normal functions of the business for prevention or reduction of health and safety injuries and illnesses; and
2. Inform its managers and workplace locations of the availability and the process for requesting loss prevention assistance.

437-001-1060 Self-Insured and Group Self-Insured Employer Loss Prevention Effort.

Each self-insured employer and each member of a group self-insured program shall implement a loss prevention effort for each of its locations, which identifies and controls all reasonably discoverable occupational safety and health hazards and items not in compliance with the federal or the division's occupational safety and health laws, rules and standards. The self-insured group shall assist each member of the group in developing and implementing the loss prevention effort. This loss prevention effort shall include at least the following:

1. Management commitment to health and safety;
2. An accountability system for employer and employees;
3. Training practices and follow-up;
4. A system for hazard assessment and control;
5. A system for investigating all recordable occupational injuries and illnesses that includes corrective action and written findings;
6. A system for evaluating, obtaining, and maintaining personal protective equipment;
7. On-site routine industrial hygiene and safety evaluations to detect physical and chemical hazards of the workplace, and the implementation of engineering or administrative controls;
8. Evaluation of workplace design, layout and operation, and assistance with job site modifications utilizing an ergonomic approach;
9. Employee involvement in the health and safety effort;
10. An annual evaluation of the employer's loss prevention activities based on the location's current needs; and
11. The group shall maintain records which document the assistance provided to each member of the group.

Preferred Worker Program Notice

The State of Oregon Preferred Worker Program (PWP) promotes re-employment of qualified Oregon workers who have permanent restrictions from a work injury. The program is funded by worker and employer contributions to the Workers’ Benefit Fund.

To qualify for Preferred Worker status, an injured worker must have permanent work restrictions resulting from an on-the job injury which prevent him/her from returning to the job-at-injury. At claim closure, the injured worker will be issued a Preferred Worker card. This card entitles the injured worker, their employer, and their future employers significant benefits through the state.

Major benefits available to employers who retain a Preferred Worker or hire a Preferred Worker include:

- **Premium Exemption:** Premium exemption period is three (3) years. During the premium exemption period, the district does not report the preferred worker’s wages. ***To use this benefit, the employer must notify the Workers Compensation Division within 90 days of hiring the preferred worker.***
- **Claim Cost Reimbursement:** The Workers’ Compensation Division pays the cost of a new claim filed by the Preferred Worker during the 3-year premium exemption period
- **Wage Subsidy:** The Workers’ Compensation Division pays 50% of the preferred workers’ wages, for 183 days.
- **Employment Purchases:** Items needed to help the Preferred Worker find, accept, or keep a job, including tuition, books, tools and equipment, worksite creation, certification and travel.
- **Worksite Modification:** Items needed to perform a job (\$35,000 per use, up to \$50,000)

Contact the Preferred Worker Program at 800-452-0288 or Pwp.oregon@oregon.gov for more information.

If you employ a Preferred Worker, please report your premium exemptions for this year’s workers’ compensation policy renewal.

Worker	PWP #	Eligibility Date	Annual Salary

Please provide a copy of this memo along with your renewal information and subtract the above eligible salaries from your reported payroll. Please also include a copy of the Preferred Worker’s ID card.

RETURN-TO-WORK PROGRAM

TO: SDIS Workers' Compensation Members
FROM: SDIS Workers' Compensation Team
RE: **Return-to-Work Program 2022-2023**

Since its inception in 2010, the SDIS Return-to-Work (RTW) Program has assisted our members with returning their injured employees to meaningful transitional duties following an on-the-job injury. Did you know those efforts are adding up to big savings as a risk pool? Our pool's annual claim savings are approximately \$1,000,000.

Whether you call it light duty, transitional duty, or modified work, returning to work as soon as medically reasonable is key to cost savings. Not only does early return to work reduce the cost of workers' compensation claims, it also allows districts to tap into the State of Oregon's Employer-at-Injury Program (EAIP).

SDIS works closely with our member districts to identify appropriate transitional duty work. In addition, we assist districts in obtaining wage subsidy reimbursements, equipment purchases, and/or worksite modifications through EAIP. In 2021, our districts received a combined total of \$242,760 in wage subsidy reimbursements, and made equipment purchases totaling \$70, 515.

Employer-at-Injury Program benefits include:

- **Wage Subsidy:** 50% reimbursement of the early return-to-work (transitional duty) gross wages for up to 66 work days, within a 24-consecutive-month period
- **Purchases:** \$5,000 for the purchase, rental or modification of tools and equipment or worksite modifications which allow a worker to perform early return-to-work job duties within the injury-related restrictions
- **Other:** \$1,000 for tuition, books, fees for training; \$400 clothing

An established Return-to-Work Program can ease the RTW process for your injured employees and your district. We will meet with districts and staff to develop and implement a Return-to-Work Program when needed.

For more information, contact:

wc@sdao.com
800-305-1736

Board and Volunteer Election Form

District Name: _____

Board Members listed for Class Code 8742B will be covered only for administrative and clerical functions at board/committee meetings. If board members are performing functions other than administrative or clerical duties they must also be listed on the Volunteer Roster and payroll must be reported in the Other Volunteers section to be eligible for coverage.

Unpaid Board of Directors					
Column (1) x Column (2) x Column (3) = Column (4)					
Class Code	Job Duty	(1) No. of Board Members	(2) No. of Meetings Annually	(3) Reimbursement per Meeting (\$40 minimum)	(4) Total Estimated Assumed Payroll (\$2,400 minimum)
8742B	Board of Directors				

Public Safety Volunteers listed for Class Code 8411 use an assumed monthly wage of no less than \$800 per volunteer per month (regardless if one day or 31 days are volunteered) for contribution payment and calculation of benefits. This assumed monthly wage may be increased at the district's discretion in increments of \$100, up to a maximum of \$2,400.

Public Safety Volunteers				
Column (1) x Column (2) = Column (3)				
Class Code	Job Duty	(1) Est. No. of Volunteer Months*	(2) Assumed Monthly Wage (\$800 min.)	(3) Total Estimated Assumed Payroll
8411	Ambulance Driver			
8411	Ambulance Technician			
8411	Crime Prevention Unit			
8411	Sheriff			
8411	Emergency Medical Technician			
8411	Explorer Scout			
8411	Fire Chief/Asst. Fire Chief			
8411	Firefighter			
8411	Police Officer			
8411	Police Reserve			
8411	Probation Officer			
8411	Search and Rescue			
8411	Sheriff's Posse			
8411	Quick Response			
8411JF	Junior Firefighter (Cadet)			
8411A	Support, Non-Firefighting: # Vol _____ x # Hrs _____ x # Months _____ x Hourly Wage _____ =			

*Estimate the number of volunteer months for each position and enter the total on the appropriate line in Column (1). Some volunteers are not active every month, i.e., one volunteer firefighter may be active five months out of the year, two volunteer firefighters may be active 12 months out of the year, and five volunteer firefighters may be active only one month out of the year. Thus, the number of volunteer firefighter months would be 34.

Board and Volunteer Election Form

District Name: _____

Other Volunteers listed for all Class Codes other than Board Member (8742B) and Public Safety Volunteers (8411) use an assumed payroll computed at Oregon minimum wage using actual hours worked and reported in the appropriate Class Code with a "V" added to the end.

SDAO's ability to provide workers' compensation coverage for volunteers is directly related to each entity's ability to keep verifiable records of the names and hours worked by participants. Claims adjusters will verify coverage at the time a claim is filed.

Other Volunteers						
Column (1) x Column (2) x Column (3) x Column (4) = Column (5)						
Class Code	Job Duty	(1) Est. No. of Vol. per month	(2) No. of Hours per month	(3) No. Of Months per year	(4) OR Min. Wage	(5) Total Estimated Assumed Payroll
0042V	Landscaping - V					
0050V	Grove Caretaking Operations - V					
0106V	Tree Pruning, Spraying - V					
0113V	Fish Hatchery and Drivers - V					
0124V	Tree Planting - V					
0251V	Irrigation Works - V					
2702V	Forest Fire Fighting Special Employee - Doctor - V					
4361V	Photography - V					
4511V	Analytical Chemist - V					
5183V	Plumbing - V					
5403V	Carpentry NOC - V					
5445V	Wallboard Install w/in Bldg - V					
5474V	Painting - V					
5479V	Insulation Work NOC & Drivers - V					
5506V	Street and Road Construction – Paving/Repaving/Drivers- V					
5507V	Street and Road Construction- Subsurface Work- V					
5606V	Contractor/Executive Supervisor - V					
5645V	Window/Door Installer - V					
6217V	Excavation NOC - V					
6229V	Irrigation Systems Construction - V					
6306V	Sewer Construction - V					
6319V	Gas & Water Main Construction - V					
6400V	Metal Fence Erection - V					
6834V	Boat Building and Repair - V					
6836V	Marina - V					

Board and Volunteer Election Form

District Name: _____

Other Volunteers						
Column (1) x Column (2) x Column (3) x Column (4) = Column (5)						
Class Code	Job Duty	(1) Est. No. of Vol. per month	(2) No. of Hours per month	(3) No. Of Months per year	(4) OR Min. Wage	(5) Total Estimated Assumed Payroll
6876V	Divers – V					
7024V	Vessels NOC (If Any) - V					
7090V	Boat Livery/Boats Under 15 Tons - V					
7153JV	Railroad Operations (If Any) – V					
7335JV	Dredging (If Any) – V					
7360V	Freighthandler NOC – V					
7370V	Drivers/Attendants - V					
7380V	Chauffeurs and Helpers NOC - V					
7382V	Bus Company and Drivers - V					
7403V	Aircraft Operation - V					
7520V	Waterworks Operations - V					
7539V	Electric Power - V					
7580V	Sewage Plant Operations - V					
7610V	Radio or TV Broadcasting - V					
7720V	Police Officers- V					
8006V	Store - Dry Goods - V					
8010V	Wholesale and Retail Stores - V					
8017V	Store - Retail - V					
8018V	Wholesale NOC - V					
8227V	Municipal Maintenance Yard - V					
8232V	Lumber Yard - V					
8385V	Bus Company - Garage - V					
8601V	Engineer or Architect - V					
8720V	Insurance Inspection & Valuation - V					
8742V	Director/Sales/Collectors - V					
8810V	Clerical Office Employee - V					
8820V	Attorney - V					
8824V	Nursing Home Health Care - V					
8825V	Nursing Home Food Service - V					
8826V	Nursing Home Other Services - V					
8832V	Clinic - V					
8833V	Hospital - Professional EE's - V					

Board and Volunteer Election Form

District Name: _____

Other Volunteers						
Column (1) x Column (2) x Column (3) x Column (4) = Column (5)						
Class Code	Job Duty	(1) Est. No. of Vol. per month	(2) No. of Hours per month	(3) No. Of Months per year	(4) OR Min. Wage	(5) Total Estimated Assumed Payroll
8835V	Nursing – V					
8868V	School Professional Employee - V					
9014V	Buildings Operation by Contractor- V					
9015V	Buildings Operation by Owner- V					
9016V	Kiddie Ride Operators - V					
9040V	Hospital - All Others - V					
9052V	Rooming House/Boarding House - V					
9061V	Club NOC- V					
9063V	YMCA/YWCA - All Employees - V					
9064V	Child Day Camp - V					
9079V	Restaurant NOC - V					
9101V	School -All Other Employees - V					
9102V	Park NOC – All Employees – V					
9154V	Theatre Employees NOC - V					
9182V	Athletic Team - Operation - V					
9220V	Cemetery Operations - V					
9349V	School Cafeteria/Kitchen EE's - V					
9366V	Hospital - Cafeteria - V					
9402V	Street and Sewer Cleaning - V					
9410V	Municipal County Employee NOC - V					
9516V	Radio, TV, Video & Audio Equip. - V					
9519V	TV/Radio Install and Repair - V					

(Please put this on your district letterhead)

Volunteer Resolution

Resolution No.:

A RESOLUTION EXTENDING WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF:

_____.

WHEREAS, the above district elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteer workers as indicated below (checked "Applicable") and listed on the attached Volunteer Election Form(s).

Board Members Applicable Not Applicable

Public Officials on unpaid boards will be covered only for administrative and clerical functions while performing their authorized duties as elected officials.

Public Safety Volunteers Applicable Not Applicable

Public Safety Volunteers are covered at the assumed monthly wage indicated on the attached Volunteer Election Form(s).

Other Volunteers Applicable Not Applicable

Non-public safety volunteers and board members volunteering for duties other than administration and clerical functions will use the attached Volunteer Election Form(s) to keep track of their hours and have their assumed payroll reported in the correct Class Code for all their types of work using Oregon minimum wage.

A roster of active board members and volunteers will be kept monthly for reporting purposes and submitted to SDAO quarterly or more frequently upon request.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of

_____ to provide workers' compensation coverage as indicated above.

ADOPTED by the Board of Directors of _____

on _____ .

(date)

Name and Title of Authorized Representative

ATTEST BY: _____ DATE: _____

Print Name and Title: _____

**EMPLOYER OPTION FOR REIMBURSEMENT OF
MEDICAL EXPENSES ON NONDISABLING CLAIMS**

Employers may choose to reimburse SDIS for medical expenses up to \$2,300 (depending on the accident date) per non-disabling claim. Under this option, employers can totally eliminate or partially reduce claim costs from future consideration in determining experience modifications or other charges based on losses. **However, the reimbursement of claims is generally not recommended where the employer's annual premium is less than \$5,000 since the reimbursed claim costs may exceed any premium savings.**

The process works as follows:

1. Prior to the start of each policy year, employers will be notified of their option to reimburse SDIS for medical expenses on accepted non-disabling claims.
2. Employers who choose this option must complete, sign, and mail the election form to SDIS prior to the start of the policy year. (See the "Employer Election to Reimburse SDIS for Medical Expenses" form at the bottom of this page.)

If you have previously made this election and you have had continuous coverage with SDIS, you do not need to resubmit this form.

3. SDIS must receive the employer election form within 30 days of the policy inception date to establish the employer as eligible for participation at the start of the policy.
4. To make the program effective, please carefully read the following. When a worker is injured it is important that an employer submit to SDIS a Claim Report of Occupational Injury or Disease (Form 801) immediately upon learning of the injury. SDIS's claim adjusters will determine if the injury is compensable and will pay the related claim costs.

At the end of the policy year, SDIS will provide an employer who chooses this program with a billing for any reimbursable medical expenses up to \$2,300 (depending on the accident date) for each non-disabling claim.

An employer should not pay a medical provider directly as they may be paying for non-compensable injuries or services.

EMPLOYER ELECTION TO REIMBURSE SDIS FOR MEDICAL EXPENSES

I elect to reimburse SDIS for up to \$2,300 in medical expenses for each accepted non-disabling claim that I select. (Please see next page for the reimbursement procedure.)

Effective: _____
(Month, Day, Year)

Complete Name of District: _____

Signature of
Authorized District Representative: _____ Date: _____

Send completed form to underwriting@sdao.com

(If your district is already signed up, there is no need to resubmit this form.)

Employer Responsibility

Participation in the \$2,300 reimbursement program does not mean you can avoid filing a claim. You must still submit a completed Claim Report of Occupational Injury or Disease (Form 801) immediately upon learning of an injury. SDIS will continue to decide eligibility for benefits, audit medical bills and otherwise ensure that the claim is processed accurately and in a timely fashion.

Definition of a Non-disabling Claim

A non-disabling claim is one in which the injured person does not receive any payment from SDIS for time lost from work. These claims are considered minor in nature and the injured person returns to work within a few hours or days. Generally, time lost from work is less than three days. If non-disabling claim expenses exceed \$2,300, you will only have the option to reimburse up to \$2,300.

How to reimburse SDIS

At the end of the policy period you will receive a billing statement. You may choose to pay all, part or none of the billing by indicating the amount you wish to reimburse per claim on the billing statement. If you choose to reimburse SDIS, return a copy of the billing statement along with your payment within 60 days of the billing date. Any payment received more than 60 days after the billing date will not be accepted by SDIS and will be returned to you. In addition, you will lose your option to reimburse SDIS for the claim costs incurred during that statement period. However, your decision not to reimburse SDIS for any billing period will not terminate your reimbursement election.

Cancellation of Reimbursement Election

The reimbursement election will remain in effect until SDIS receives a written request from you to terminate your election or your coverage is canceled.

Retrospective Rating Plan

If you have a retrospective rating plan and are interested in this program, please contact your account representative for more information.

Background of Reimbursement Program

The 1987 Legislature enacted this law to help employers reduce or eliminate the claim costs considered when determining their future experience modification factors. At the time the employer reimburses SDIS, it is impossible to determine the effect the reimbursement will have on the experience modification factor. For more details see: Oregon Revised Statutes ORS 656.262, 656.307; Oregon Administrative Rule 436-060-0055.

Special Districts Insurance Services

Phone: 503.371.8667 | Toll-free: 800.285.5461 | Email: underwriting@sdao.com

Workers' Compensation Update for Policy Year 2022-2023

Policy#: 37W52546-367

Date: 3/14/2022

Named Participant

Estacada R.F.P.D. #69
PO Box 1385
Estacada, OR 97023

Agent of Record

WHA Insurance
2930 Chad Dr
Eugene, OR 97408

Please enter your estimated payroll, for the 2022-2023 policy year, in the far right column. Volunteer counts can be entered on the following page. Once complete, send this form to your Agent of Record for submission no later than May 15, 2022.

Class	Description	2022-2023 Rate	2021-2022 Est. Payroll	2022-2023 Contribution	2022-2023 Est. Payroll
7710	Firefighters	\$3.76	\$667,500.00	\$25,119.36	
8411	Municipal Volunteers- Firefighters and Police	\$1.09	\$384,000.00	\$4,193.28	
8411A	Municipal Volunteers - Support, Non-Firefighting	\$1.09	\$6,336.00	\$69.19	
8742	Director/Sales/Collectors	\$0.20	\$157,500.00	\$317.52	
8742B	Board Member Coverage	\$0.20	\$3,000.00	\$6.05	
8810	Clerical Office Employee	\$0.10	\$68,000.00	\$68.54	

Multi-Line Discount applied to SDIS Property/ Casualty Contribution*

\$1,469.84

Manual Contribution:	\$29,773.93
Experience Modification: x	<u>1.31</u>
Modified Contribution: =	\$39,003.85
Contribution Volume Credit: -	\$5,010.64
Underwriting Adjustment: x	1.00
Terrorism Exposure Contribution: +	<u>\$128.63</u>
Standard or Minimum Contribution: =	\$34,121.84
State Assessment 9.9%: +	<u>\$3,378.06</u>
Estimated Workers' Compensation: =	\$37,499.90
\$1,000,000.00 Employers Liability Coverage: +	\$0.00
Safety Net Coverages (See Next Page): +	\$1,875.00
Net of Commission Discount: -	\$0.00
Pro Rate Factor: x	<u>1.00</u>
Preliminary Contribution: =	\$39,374.90

The indicated Contribution may change if your district the Estimated Payroll or participates in the Medical Expense Reimbursement Program.

*This discount is applied to your SDIS Property/Casualty Contribution and does not reduce the amount of your Workers Compensation Contribution. This discount will not be applied to your Property/Casualty Contribution if your district is not a member of the SDIS Workers Compensation Program.

Workers' Compensation Update for Policy Year 2022-2023**Policy#: 37W52546-367****Date: 3/14/2022****Coverage C - Safety Net Coverages - Per Claim Limits**

First Fill Prescription Coverage:	\$1,000 per claim
Family Support Coverage - Surgery:	Lesser of \$300 per day or \$3,000 total per claim
Family Support Coverage - Catastrophic Injury:	Lesser of \$300 per day or \$10,000 total per claim
Criminal Defense Cost Coverage:	\$250,000 per claim
OSHA Defense Cost Coverage:	\$10,000 per claim
HIPAA Defense Cost Coverage:	\$10,000 per claim
SDIS Staff Support for OSHA Complaints:	Unlimited

Employers Liability Limits

(Current Limit:\$1,000,000.00)

Select one of the following:

	Coverage	Estimated Charge
<input type="checkbox"/>	\$1,000,000	No Charge
<input type="checkbox"/>	\$2,000,000	\$684.80
<input type="checkbox"/>	\$3,000,000	\$952.77

Summary and Totals

Number of Full Time Employees	<input type="text"/>
Number of Part Time Employees	<input type="text"/>
Board of Director Coverage*** (Yes/No):	<input type="text" value="Yes"/>
Number of 8742B Board Members	<input type="text"/>
Volunteer Coverage** (Yes/No):	<input type="text" value="Yes"/>
Number of 8411 Volunteer FireFighters	<input type="text"/>
Number of Other Volunteers (not 8411 or 8742B)	<input type="text"/>
Per Volunteer Assumed Monthly Volunteer Fire Fighter Wage:	<input type="text" value="\$800.00"/>

If you add any new volunteer classifications from the ones listed on this update form, you must complete a Volunteer Election Form.

**If Yes payroll must be reported for Class Code 8411 or any other Class Code followed by a "V"

***If Yes payroll must be reported for Classification 8742B

Special Districts Association of Oregon
P.O. Box 12613
Salem, OR 97309

Phone: 800-285-5461
Contact: underwriting@sdao.com

Workers' Compensation Experience Rating

Policy Year 07/01/22 to 06/30/23 - Claims Valued as of 12/31/21

Named Participant: Estacada R.F.P.D. #69

CODE	ELR	D RATIO	PAYROLL	EXPECTED LOSSES	EXP PRIM LOSSES	O/F	ACT INC LOSSES	ACT PRIM LOSSES
------	-----	---------	---------	-----------------	-----------------	-----	----------------	-----------------

Policy Year: 2018 - 2019

7710	1.70	0.43	797,702	13,561	5,831	*2-06	8,699	8,699
8411	0.52	0.46	353,760	1,840	846	F-05	6,908	6,908
8742	0.10	0.48	365,134	365	175	F-05	2,038	2,038
8810	0.05	0.56	111,983	56	31	F-05	7,192	7,192

Policy Year: 2019 - 2020

7710	1.70	0.43	434,626	7,389	3,177
8411	0.52	0.46	539,100	2,803	1,290
8742	0.10	0.48	114,514	115	55
8810	0.05	0.56	58,322	29	16

Policy Year: 2020 - 2021

8411	0.52	0.46	327,312	1,702	783	*2-06	3,291	3,291
8742	0.10	0.48	2,400	2	1			
8810	0.05	0.56	96	0	0			

TOTAL	(A) 0.07	(B) 20,000	(C) 15,656	(D) 27,862	(E) 12,206	(F) 0	(G) 28,129	(H) 28,129
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ACTUAL		(H) 28,129		(C)X(1-A)+B 34,560	(A)X(F) 0	(I) 62,688	EXP. MOD. 1.31
EXPECTED		(E) 12,206		(C)X(1-A)+B 34,560	(A)X(C) 1,096	(J) 47,862	

Claim Type Codes

- O - Open Claims
- F - Closed/Final Claims
- 05 - Time Loss Claims
- 06 - Medical Only Claims
- *# - The number of Medical Only Claims (example: *3-06 = 3 Medical Only Claims)

Calculation Definitions

- A - The portion of the rate that represents projected losses to which is added an increment for expenses to develop the manual rate.
- B - Represents the portion of the expected losses which are expected primary losses.
- C - Expected Losses - Expected Primary Losses
- D - (Payroll/100) x ELR
- E - Expected Losses x D-Ratio
- F - Actual Incurred Losses - Actual Primary Losses
- G - The Total Incurred amount of the Loss
- H - All losses less than \$18,500

CAPITAL OUTLAY

Training Equipment

Forcible Entry Door and Vertical Ventilation Prop (\$15,000); Electronic Fingerprint machine (\$10,000)

Station Improvements

Exhaust Removal System apparatus (\$60,000) to help remove exhaust fumes from firefighter living areas and to comply with state cancer presumption laws; George Station Generator replacement (\$10,000).

Physical Fitness Equipment

Physical Fitness Equipment (\$9,000), this money will not be spent if the District is awarded a FEMA grant for fitness equipment as requested.

Firefighting Equipment

Ten (10) additional SCBA with bottles and masks and FIT test machine (\$83,000), Four (4) thermal Imagers with truck charger (\$27,000), Automated External Defibrillators (\$5,000), Turnout Lockers (\$15,000), Firefighter self-rescue "bailout" equipment (\$10,000).

DETAILED REQUIREMENTS

GENERAL FUND

	Historical Data			REQUIREMENTS FOR: Capital Outlay	Budget for Next Year 2022-2023			
	Actual		Adopted Budget This Year Year 2021-2022		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021						
1	\$ -	\$ 504,945.00	\$ -	2 Oregon Seismic Retrofit	\$ -	\$ -	\$ -	1
2	\$ -	\$ -	\$ 84,000.00	3 Defibrillators (Grant Funded)	\$ -	\$ -	\$ -	2
3	\$ -	\$ -	\$ 3,400.00	4 Lukas CPR (Grant Funded)	\$ -	\$ -	\$ -	3
4	\$ -	\$ -	\$ 18,000.00	5 Gas Monitors (Grant Funded)	\$ -	\$ -	\$ -	4
5	\$ -	\$ -	\$ 18,000.00	5 Mobile Data Computers (Grant Funded)	\$ -	\$ -	\$ -	5
6	\$ -	\$ -	\$ 250,000.00	6 Fire Equipment (Grant Funded)	\$ -	\$ -	\$ -	6
7	\$ -	\$ -	\$ -	7 Training Equipment	\$ 25,000	\$ 25,000	\$ 25,000	7
8	\$ -	\$ -	\$ -	8 Station Improvements	\$ 70,000	\$ 70,000	\$ 70,000	8
9	\$ -	\$ -	\$ -	9 Firefighting Equipment	\$ 140,000	\$ 140,000	\$ 140,000	9
10	\$ -	\$ -	\$ -	10 Physical Fitness Equipment	\$ 9,000	\$ 9,000	\$ 9,000	10
11	\$ -	\$ -	\$ -	11 Staff Vehicle	\$ 85,000	\$ 85,000	\$ 85,000	11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26	\$0	\$504,945		26 Ending balance (prior years)				26
27				27 UNAPPROPRIATED ENDING FUND BALANC				27
28	\$0	\$1,009,890	\$373,400	28 TOTAL REQUIREMENTS	\$329,000	\$329,000	\$329,000	28

GRANT FUNDING

The District has applied for grant funding from FEMA for the upcoming fiscal year for equipment and firefighters.

Assistance to Firefighters Grant (AFG) A

Equipment including PPE, Wellness & Fitness, Extrication Equipment (\$576,020). Requires a 5% match if awarded of \$28,801 due from the district.

SAFER – Hiring Firefighters

The Federal grant for hiring firefighters (\$2,326,698) is a three-year grant to fund six additional firefighters with no match from the District. First year expenditure is expected to be \$708,618.

SAFER – Volunteer Recruitment & Retention

Grant for volunteer recruitment and retention which includes a new position for a recruitment & retention coordinator; Length of Service Award Program (LOSAP); Marketing Program Materials; Tuition Assistance; Stipend, (\$907,248) over a four (4) year period. There are no matching fund requirements. For the first of the grant expenditures are expected to be \$190,507.

Wildland Urban Interface (WUI)

This grant was received in the previous fiscal year. The remaining funds to be spent are carried over into this budget year for expenditure (\$1,133,843) for a Type 3 engine, a Type 6 engine and water tender. Two of these apparatuses are in production for the Fire District.

American Recovery Plan Act (ARPA)

This grant was received in the previous fiscal year. The remaining funds to be spent are carried over into this budget year. All items are ordered but have not yet been received. (\$65,000).

REQUIREMENTS SUMMARY
ALLOCATED FIRE SERVICES GRANT FUNDING
Grants

(name of fund)

Historical Data			ALLOCATED GRANTS REQUIREMENTS SUMMARY	Budget For Next Year 2022-23			
Actual		Adopted Budget This Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2019-20	First Preceding Year 2020-21						
1			1 Regular Personnel Services				1
2			2 Grant Funded Positions (SAFER)	\$ 850,620	\$ 850,620	\$ 850,620	2
3			3				3
4	\$ -	\$ -	4 TOTAL PERSONNEL SERVICES	\$ 850,620	\$ 850,620	\$ 850,620	4
5			5 Total Full-Time Equivalent (FTE)	7.0	7.0	7.0	5
6			6 MATERIALS AND SERVICES				6
7			7 Grant Funded Materials & Services (SAFER)	\$ 15,200	\$ 15,200	\$ 15,200	7
8			8 Grant Funded Materials & Services (ARPA)	\$ 65,000	\$ 65,000	\$ 65,000	8
9		\$ -	9 TOTAL MATERIALS AND SERVICES	\$ 80,200	\$ 80,200	\$ 80,200	9
10	\$ -	\$ -	10 CAPITAL OUTLAY NOT ALLOCATED				10
11			11 Grant Funded Capital Outlay Items (WUI)	\$ 1,133,843	\$ 1,133,843	\$ 1,133,843	11
12			12 Grant Funded Materials & Services (AFG)	\$ 576,020	\$ 576,020	\$ 576,020	12
13	\$ -	\$ -	13 TOTAL CAPITAL OUTLAY	\$ 1,709,863	\$ 1,709,863	\$ 1,709,863	13
14			14				14
15			15				15
16			16				16
17			17				17
18			18				18
19			19				19
20			20				20
21			21				21
22			22				22
23			23				23
24			24				24
25	\$ -	\$ -	25 Organizational Unit/Activity Total	\$ 2,640,683	\$ 2,640,683	\$ 2,640,683	25
26			26				26
27			27				27
28			28				28
29	\$ -		29 OPERATING CONTINGENCY				29
30			30 RESERVED FOR FUTURE EXPENDITURE	\$ -	\$ -	\$ -	30
31			31 UNAPPROPRIATED ENDING BALANCE				31
32	\$ -	\$ -	32 Total Requirements NOT ALLOCATED	\$ -	\$ -	\$ -	32
33			33 Total Requirements for ALL Org.Units/Programs within fund	\$ 2,640,683	\$ 2,640,683	\$ 2,640,683	33
34			34 Ending balance (prior years)				34
35	\$ -	\$ -	35 TOTAL REQUIREMENTS	\$ 2,640,683	\$ 2,640,683	\$ 2,640,683	35

DETAILED REQUIREMENTS

GRANT FUNDS

(Name of Fund)

Historical Data			Grants - Personnel Services	Budget for Next Year 2022-2023				
Actual		Adopted Budget This Year Year 2021-2022		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body		
Second Preceding Year 2019-2020	First Preceding Year 2020-2021							
1			1	Firefighter/Paramedic	\$ 429,180	\$ 429,180	\$ 429,180	1
2			2	Volunteer Recruitment & Retention Coord.	\$ 84,600	\$ 84,600	\$ 84,600	2
3			3	Retirement (PERS)	\$ 73,721	\$ 73,721	\$ 73,721	3
4			4	Workers Compensation	\$ 21,384	\$ 21,384	\$ 21,384	4
5			5	FICA (Medicare & Social Security)	\$ 40,629	\$ 40,629	\$ 40,629	5
6			6	Tri-Met Tax	\$ 4,138	\$ 4,138	\$ 4,138	6
7			7	Life Insurance, AD&D	\$ 629	\$ 629	\$ 629	7
8			8	Medical, Dental, Vision Insurance	\$ 88,800	\$ 88,800	\$ 88,800	8
9			9	Medical Expense Reimbursement Program	\$ 35,000	\$ 35,000	\$ 35,000	9
10			10	Post Employment Health Plan (PEHP)	\$ 8,400	\$ 8,400	\$ 8,400	10
11			11	Deferred Comp Match	\$ 5,460	\$ 5,460	\$ 5,460	11
12			12	Unemployment Insurance	\$ 18,711	\$ 18,711	\$ 18,711	12
13			13	LOSAP	\$ 20,000	\$ 20,000	\$ 20,000	13
14			14	Volunteer Stipend	\$ 19,968	\$ 19,968	\$ 19,968	14
15			15					15
16			16					16
17			17					17
18			18					18
19			19					19
20			20	Total full time equivalent (FTE)*	7.0	7.0	7.0	20
21			21	Ending balance (prior years)				21
22			22	UNAPPROPRIATED ENDING FUND BALANCE				22
#	\$ -		#	TOTAL REQUIREMENTS	\$ 850,620	\$ 850,620	\$ 850,620	#

DETAILED REQUIREMENTS

Grant Funds

	Historical Data			Grants - Capital Improvement	Budget for Next Year 2022-2023			
	Actual		Adopted Budget This Year Year 2021-2022		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021						
1	\$ -	\$ -	\$ -	1 Wildland Urban Interface Grant (WUI)	\$1,133,843	\$1,133,843	\$1,133,843	1
2	\$ -	\$ -	\$ -	2 Assistance to Firefighters Grant (AFG) Personal Protective Equipment	\$348,570	\$348,570	\$348,570	2
3	\$ -	\$ -	\$ -	3 Assistance to Firefighters Grant (AFG) Wellness & Fitness	\$42,006	\$42,006	\$42,006	3
4	\$ -	\$ -	\$ -	4 Assistance to Firefighters Grant (AFG) Equipment	\$185,444	\$185,444	\$185,444	4
5				5				5
6				6				6
7				7				7
8				8				8
9				9				9
10				10				10
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25				25				25
26				26				26
27				27				27
28				28				28
29				29				29
30				30 Total full time equivalent (FTE)*				30
31	\$0	\$0		31 Ending balance (prior years)				31
32				32 UNAPPROPRIATED ENDING FUND BALANCE				32
33	\$0	\$0	\$0	33 TOTAL REQUIREMENTS	\$1,709,863	\$1,709,863	\$1,709,863	33

DETAILED REQUIREMENTS

Grant Funds

(Name of Fund)

	Historical Data			Grants - Materials & Services	Budget for Next Year 2022-2023				
	Actual		Adopted Budget This Year Year 2021-2022		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body		
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021							
1	\$ -	\$ -	\$ -	1 Volunteer Training (SAFER)	\$11,200	\$11,200	\$11,200	1	
2	\$ -	\$ -	\$ -	2 Marketing (SAFER)	\$4,000	\$4,000	\$4,000	2	
3	\$ -	\$ -	\$ -	3 American Recovery Plan Act (ARPA)	\$65,000	\$65,000	\$65,000	3	
4				4				4	
5				5				5	
6				6				6	
7				7				7	
8				8				8	
9				9				9	
10				10				10	
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24				24				24	
25				25				25	
26				26				26	
27				27				27	
28				28				28	
29				29				29	
30				30	Total full time equivalent (FTE)*			30	
31	\$0	\$0		31	Ending balance (prior years)			31	
32			\$0	32	UNAPPROPRIATED ENDING FUND BALANCE			32	
33	\$0	\$0	\$0	33	TOTAL REQUIREMENTS	\$80,200	\$80,200	\$80,200	33