



**WESTERN LANE FIRE AND EMS AUTHORITY
SIUSLAW VALLEY FIRE AND RESCUE
WESTERN LANE AMBULANCE DISTRICT
BOARD OF DIRECTORS**

“One Team, One Mission”

JOINT BOARD MEETING AGENDA

July 24, 2025, 6:00pm

2625 Highway 101 North, Florence

Zoom Meeting URL: <https://us02web.zoom.us/j/82683268796>

Or call 1-669-900-6833 and enter Meeting ID: 826 8326 8796

- I. 6:00pm Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call / Establishment of Quorum**
- IV. Swearing In of New Board Members**
- V. Elect Officers**
 - a. SVFR Action Item: Elect President, Vice President, Secretary/Treasurer
 - b. WLAD Action Item: Elect President, Vice President, Secretary/Treasurer
 - c. WLFEA Action Item: Elect President, Vice President, Secretary/Treasurer
- VI. Public Comment: *This is the opportunity for the public to speak to the Board of Directors. The maximum time for public comment will be 30 minutes and three minutes will be allotted for each speaker.***
- VII. Consent Agenda**

Meeting Minutes: Regular Meeting June 26, 2025
Staff Reports
Correspondence
- VIII. Monthly Financials for SVFR, WLAD, WLFEA**
- IX. Old Business**
 1. Policies from June 26, 2025:
 - a. 600 – Emergency Vehicle Operator Training
 - b. 601 – CPR and Automated External Defibrillator (AED)

- c. 602 – Communicable Disease Training Program
- d. 603 – Hazard Communication Program Training
- e. 604 – Hazardous Materials (HAZMAT) Training
- f. 605 – Occupational Noise Exposure and Hearing Conservation Program Training

X. New Business

- 1. Swisshome Deadwood Rural Fire: Quick Response Team (QRT) IGA
- 2. Expanding Dormitory Space
- 3. Policies for Review:
 - a. 606 – Heat Illness Prevention Training
 - b. 607 – Health Insurance Portability and Accountability Act (HIPAA) Training
 - c. 608 – National Incident Management System (NIMS) Training
 - d. 609- Repetitive Motion Injuries and Ergonomics Training
 - e. 610 – Respiratory Protection Training

XI. Director Comments

This is an opportunity for Directors to comment on topics not on the agenda.

- XII. Future Business:** Joint Board Meeting and Budget Hearing Thursday, July 24, 2025, at 6:00pm.

XIII. Adjournment

**Western Lane Ambulance District
Siuslaw Valley Fire and Rescue
Western Lane Fire and EMS Authority**
2625 Highway 101 North, Florence, OR 97439
Joint Board Meeting Minutes, June 26, 2025, 6:00 p.m.
The Zoom recording will be on the WLFEA Website.

SVFR & WLFEA BOARD MEMBERS PRESENT:

Director Laurie Heppel, Director Jim Palisi and Director David Carrillo

Not Present Director Tim Mendolia and Director Keith Stanton

WLAD & WLFEA BOARD MEMBERS PRESENT:

Director Cindy Russell, Director Mike Webb, Director Adam Holbrook, and Director Linda Stent

Not Present Director Vanessa Buss

STAFF PRESENT:

Fire and EMS Chief Michael Schick, Office Manager Trish Lutgen, Deputy Chief Rob Chance, and Recording Secretary Mary Dimon

Chief Schick called the meeting to order at 6:03 p.m. The flag salute was completed, and a roll call established quorums for SVFR, WLAD, and WLFEA.

I. SVFR & WLFEA FY2025-26 Budgets

1. Open Public Hearing opened at 6:05 p.m.
 2. Hear Public Comments None
 3. Close Public Hearing closed at 6:05 p.m.
- a) WLAD Action Item: Resolution 2025-02 Dissolution and Establish of Funds
 - b) WLAD Action Item: Resolution 2025-03 Adopting the Budget
 - c) WLAD Action Item: Resolution 2025-04 Adopting the Budget

Director Webb made a motion to approve Resolution 2025-02 Dissolution and Establish Funds, Resolution 2025-03 Adopting the Budget, and Resolution 2025-04 Establishing Fund Balances Second by Director Holbrook Roll call vote made; WLAD Director's: Director Webb, Director Russell, Director Stent, Director Holbrook, voted Aye. The motion passed.

PRESENTATION: SYSTEMS DESIGN WEST: Alissa Christenbury with Systems Design West gave a power point presentation and explained the billing process. She addressed the percentages we get from Medicare, Medicaid, and private insurance.

CONSENT AGENDA:

Meeting Minutes: Regular Meeting May 22, 2025.

Staff Reports

Correspondence

REVIEW OF FINANCIALS – WLAD, SVFR, WLFEA:

Office Manager Trish Lutgen reports that even though we have been short staffed, we have processed approximately 1,064 LifeMed applications to date. We are live with the new financial system. The office has been entering transactions since 5/1/2025. GL Accounts have been aligned with all three entities, and they are currently working to align with payroll. The budgets have been entered, and we are working through getting the WLFEA financial processed to closed out year end.

OLD BUSINESS:

1. WLFEA Action Item: Adopting Civil Service Rules
Director Webb made a motion Adopting Civil Service Rules. A second by Director Carillo. A Roll call vote occurred; WLFEA Director's: Director Webb, Director Russell, Director Stent, Director Holbrook, Director Carrillo, Director Heppel and Director Palisi voted Aye. The motion passed.
2. Policies for Approval: From May 22, 2025
 - a) 500 – Patient Care Reports
 - b) 501- Medical Supplies
 - c) 502 – Patient Refusal of Pre-Hospital Care
 - d) 503 – Controlled Substance Accountability: **Director Stent brought to the attention that there is a typo in this policy, this was noted and will be corrected. Chief asked director Stent to email the corrections she would like to see on the policies.**
 - e) 506 – Advance Health Care Directives
 - f) 507 – Latex Sensitivity

NEW BUSINESS:

1. WLFEA Action Item: IAFF CBA Approval
Director Russell made a motion for IAFF CBA Approval. Second by Director Palisi Roll call vote made; WLFEA Director's: Director Webb, Director Russell, Director Stent, Director Holbrook, Director Carrillo, Director Heppel and Director Palisi voted Aye. The motion passed.
2. Policies for Review:
 - a) 600 – Emergency Vehicle Operator Training
 - b) 601 – CPR and Automated External Defibrillator (AED)
 - c) 602 – Communicable Disease Training Program
 - d) 603 – Hazard Communication Program Training
 - e) 604 – Occupational Noise Exposure and Hearing Conservation Program Training

DIRECTOR COMMENTS: None

FUTURE BUSINESS:

The next Regular Joint Board Meeting is scheduled for July 24, 2025, at 6:00 p.m.

The Regular meeting adjourned at 6:35 p.m.

Respectfully submitted,

Mary Dimon, Recording Secretary



Memorandum

To: WLFEA Board of Directors

From: Fire and EMS Chief Michael Schick

CC: Trish Lutgen, Dep. Chief Chance

RE: Chief's Board Report July 24, 2025

1) IGA with Swisshome/Deadwood

The WLAD board will be asked to discuss and approve an Intergovernmental Agreement with the Swisshome/Deadwood Rural Fire Protection District for the support of their EMS response program. We have been meeting routinely over the past year in order to determine ways in which we could support SHDW in their role as EMS responders. Due to the long distances involved it would be in the best interest of our citizens to have a local first responder on scene as quickly as possible to provide initial patient care.

2) July 4th

We had a fairly routine July 4th. There was one small fire reported which appears to have been due to the improper disposal of used fireworks. Damage to a porch was minimal. There were no fireworks related injuries reported.

3) National Night Out

WLFEA will be participating in the National Night Out event on Tuesday, August 5th. This is a national event primarily sponsored by law enforcement agencies but with participation from other first responders and emergency response organizations. The event will be held at Miller Park and in the past citizen turnout has been

impressive. WLFEA and WLCR will have tables at the venue. Directors are welcomes to come and sit at the booths and meet with the public.

4) Lane County EMS Funding Task Force

We have been asked to participate with the other ambulance transporting agencies within Lane County to determine alternatives to address current funding shortfalls. The consensus is that all programs are seeing financial issues with regards to funding their Ambulance transport programs. The group has met once so far with the meeting under the direction of Brenda Moore, LCOG Executive Director.

5) Wildland Deployments

We expect our five firefighters and two apparatus to be released from the Cram Fire on Monday, July 21st. Fire activity has diminished considerably over the last few days allowing an aggressive fire attack and significant containment to be achieved. As a reminder when we send personnel and equipment to a State designated conflagration deployment all of the costs associated including wages and benefits for our personnel, including overtime staffing to cover the open positions for our staffing needs, and apparatus costs are fully covered by the State.

6) Recent fires

We have responded to several small fires recently. At a single family dwelling a fire started in a gas fireplace in which the gas was allegedly not in use. Within the fireplace were several battery-operated candles which were on but were not thought to be the origin or cause of the fire.



We also responded to a fire in a detached garage. A non-running vehicle had been moved into the garage the previous evening and a battery charger had been attached the vehicle battery. Surveillance footage was obtained from a camera within the garage which seems to indicate the fire originated in the area of the battery.





Western Lane Fire and EMS Authority

Memorandum

To: WLFEA Board of Directors, Chief Schick
From: Deputy Chief Rob Chance
CC: Trish Lutgen
RE: Staff Reports July 2025

Call Breakdown: June

Incident Type Category: 1 Fire	10
Incident Type Category: 3 Rescue and EMS Incident	388
Incident Type Category: 4 Hazardous Conditions (no fire)	1
Incident Type Category: 5 Service Call	2
Incident Type Category: 6 Good Intent Call	14
Incident Type Category: 7 False Alarm	2
Incident Type Category: 9 Special Incident	1
Total	418



We've had a series of small fires over the last few weeks, with one only being 15 acres and another that forced an evacuation. The crews have worked and trained very hard and it has shown in their performance during these incidents.



WLFEA hosted the Western Lane/Western Douglas Fire Defense Board meeting on 7/17 to discuss operations, fire conditions, mutual aid, and current incidents. Despite our current mobilization agreement with Lane County proper, a motion was passed to lift the boundaries between Western Lane, Douglas, Coos, and Curry counties to respond as a joint task force from the coast. This year will more than likely be a building year with hopes of deploying coastal task forces in the years to come.

Community Events:

We hosted the first day of the Junior Police Academy, teaching CPR and First Aid in the morning, hosting lunch, going out to the sand dunes, and then practicing fire skills in the afternoon.

Rob and C shift crews taught about EMS education and ambulance safety at the Boys and Girls Club on 7/3, fire safety on 7/17, and then were invited to their summer BBQ on 7/18. Later that evening, crews and WLCR set up at the block party and handed out helmets and let children look at the apparatus.





WLFEA met all response time requirements for the second quarter

ASA: ASA #1 Western Lane Ambulance District

Quarter Ending: ☐ March 20__ ☒ June 2025 ☐ September 20__ ☐ December 20__

ASA 1	Total Calls (1)	Total Calls that meet Lane Code Emergency definition* (2)	Number of Calls Meeting Exception Requirements (3)	Remaining calls (4) [2-3=4]	Number of Calls Within System Response Time (5)	Percentage of Calls within Required System Response Time (6) [5/4= %]
Zone 1: Less than 10 Minutes	665	121	0	121	115	95%
Zone 2: Less than 20 Minutes	179	45	0	45	44	97%
Zone 3: 45 Minutes or Less	25	13	0	13	13	100%
Zone 4: >45 minutes, up to 4.5 hours	0	0	0	0	0	N/A

Mobile Integrated Healthcare

Hello all,

Given that I did not have access to Epic for the first 2 and 1/2 weeks of June, and then had to use a hospital computer up until the 30th when the MIH laptop was restored to functionality, my visit numbers for June were higher than I expected. In part this was because I was able to follow-up with several patients who needed non-medical support, such as a home safety inspection, and do extra blood draws for Primary Care in Home while I did not have access to Epic.

Thank-you Misty & Rob for helping to get that all straightened out!

I computed the #of referrals I got for the 3 core areas.

Hospital: 10 referrals

5 are still on my active roster. None were discharged by the end of June. 5 were not seen: 2 declined and 3 could not be contacted.

ED: 1 referral, still on my active roster

EMS: 12 referrals.

4 were still on my active roster at the end of June, 2 were seen and discharged, and 6 were not seen: 2 went to a higher level of care, 2 I was unable to contact, 1 I declined to see, 1 was deceased before I could visit.

I got almost no referrals from the hospital or emergency department while I did not have access, though I got regular referrals from EMS all month long.

Visit numbers and break-down by interaction type are listed below. I've included last June's numbers as well, but last year I had to take a significant amount of family leave so my visits were sharply curtailed.

This June, of the 15 MIH-type visits, 6 were initial visits and 9 were follow-up visits.

Years	2025	
Visit date	Jun	
Number of Visits		% of total Visits
Hospital	5	23%
PCP	5	23%
WLCR	4	18%
PCinHome	4	18%
EMS	3	14%
ED	1	5%
Grand Total	22	100%

Years 2025
Visit date Jun

Number of Visits	
MIH	15
Phleb/Lab	5
Quick	2
Grand Total	22

Hospital = Discharge Coordinator or Hospitalist
 ED = Emergency Dept
 EMS = EMS
 PCinHome = Primary Care in Home
 PCP = Primary Care Provider
 WLCR = Western Lane Crisis Response

Years 2024
Visit date Jun

Referral	Visits	Percent
Hospital	5	62.5%
ED	1	12.5%
PCP	1	12.5%
EMS	1	12.5%
Grand Total	8	100.0%

v/r,
 Wendy Sullivan
 Certified Community Paramedic
 Mobile Integrated Healthcare (MIH) Paramedic
 Western Lane Fire & EMS
 Office: 541-997-3212
 Cell: 541-232-8864

Hospital = Discharge Coordinator or Hospitalist
ED = Emergency Dept
EMS = EMS
PCinHome = Primary Care in Home
PCP = Primary Care Provider

Years 2024
Visit date May

Referral <input type="button" value="v"/>	Visits	Percent
ED	8	29.6%
Hospital	7	25.9%
EMS	6	22.2%
Community Member	3	11.1%
HH	2	7.4%
PCP	1	3.7%
Grand Total	27	100.0%

Please let me know if there are any questions!

v/r,
Wendy Sullivan
Certified Community Paramedic
Mobile Integrated Healthcare (MIH) Paramedic
Western Lane Fire & EMS
Office: 541-997-3212
Cell: 541-232-8864

Operations – Logistics

June

- Quarterly OSFM EPAG Committee meeting
- Pub Ed:
 - 2 Preschool visits
 - 2nd grade field day for two classes
 - 5th grade egg drop with Ladder Truck
- Attended OSFM train the trainer pub ed class in Coosbay

Apparatus

- E-622: EGR troubleshooting
- M-611: Step repair
- BR-654: Wiring repair, service
- M-613: Coolant leak repair
- WT-634: Annual inspection, testing, repairs
- C-603: Service
- C-604: Ford recall
- C-601: Ford recall
- Boat-1: Service, repairs

Equipment

- Purchased new battery-operated tools for first out apparatus

Facilities

- Station 1: Thermostat replaced upstairs
- Station 5: Landscape maintenance
- Station 7: Clean out prep for hose testing
- Station 8: Landscape maintenance

Report submitted by:

Andy Gray

Division Chief



WLFEA

Western Lane Crisis Response

2625 Highway 101 North
Florence, OR 97439-9702
(541) 997-3212

July 2025

Western Lane Crisis Response (WLCR) Manager's Board Report

Prepared by Melissa House, QMHA-I

General STATS for the month of June

Total of **69** calls of those **25** were phone contacts

Average amount of time spent per call: **1.3** hours

WLCR prevented **35** individuals from being arrested or seen in the hospital

3 individuals were taken to Peace Harbor Hospital

The Justice Department requested WLCR **4** times and the Hospital Requested WLCR **5** times/Clinic **0**

20 Mental Health calls

4 Suicidal Ideations

5 Homelessness

2 Family Disputes

13 Welfare Checks

9 Acute Trauma/Sudden Death

0 Drug/Alcohol

0 Structure Fire

2 Cancelled Enroute

6 Needing Resources

8 Other calls

1 Youth

4 Veteran

31 Medicaid

Program Update:

WLCR is pleased to share that two of our part-time responders, Tami and Amanda, will also be dedicating weekly office hours to support special projects and provide case management assistance. In addition to their field work, their expanded roles will strengthen our team's capacity and enhance the services we provide. We're excited about the skills and experience they bring and look forward to the positive impact they will have on our program and the community we serve.

Cindy and I recently attended the CorCon Conference in Atlanta, which focuses on co-responder models and best practices. It was an incredibly valuable experience, offering insight into innovative approaches and strategies that could help us strengthen and expand our program. We also explored ideas for potential future collaborations, such as responding alongside Mobile Integrated Healthcare (MIH) teams or law enforcement partners.

WLCR is now participating in the Homeless Management Information System (HMIS) of Lane County. This will allow our team to more effectively track and coordinate services for individuals experiencing homelessness. By securely sharing information with partner agencies, we aim to strengthen collaboration, support more intensive case management, and help achieve better outcomes for those we serve.

We recently transitioned from using the red secure transport car to the Expedition as our primary response vehicle. This change brings us one step closer to establishing a dedicated services specifically for client transports.

Did you know we can also help with pets? If someone is transported to the hospital and admitted—and they live alone with no support—we can pick up their dog and transport it to the Humane Society to ensure it's cared for. Additionally, when needed, we report concerns of animal neglect or abuse to law enforcement.

Western Lane Crisis Association:

Western Lane Crisis Association hosted a Pizza Fundraiser at Abby's which was very successful. We brought in just over \$600 for the evening.

SAMHSA: N/A

HRSA:

We are still waiting to see if we will be awarded the HRSA Outreach grant. We did receive notice that the grant period does not start until August instead of July so hopefully we should hear something this month. We are eagerly awaiting to find out.

Client Advocate Update:

Stats update for June:

48 Clients needing follow-up
135 total F/U calls made
12 clients with Suicidal Ideations
23 cases closed successfully
2 were referred to our Youth client Advocate.

Success Stories: WLCR was called out to assist a client experiencing suicidal ideation who also had recent criminal charges. The client expressed uncertainty about how to navigate her situation and was reaching out almost daily to Crisis Assistance (CA) or WLCR for support. Over time, CA completed a total

of 18 follow-up calls with the client, while WLCR had eight in-person encounters. The client also reported daily alcohol use.

Throughout these interactions, CA spent significant time speaking with the client and presenting various options for treatment and support. After several attempts and setbacks, CA successfully connected the client to services with Emergence and Odyssey. The client reported she is now attending weekly classes and has achieved 20 days of sobriety. Thank you to Lamonte for the persistence and dedication that made this possible!

In a separate case, WLCR responded to meet a young woman at the police department upon her release from an overnight stay in jail. During the meeting, the client shared that she no longer wanted to continue drinking and expressed concern for her young son. WLCR collaborated with the Florence Police Department (FPD) to offer the client an opportunity to participate in the deflection program. After explaining the program terms, the client was eager to engage. FPD helped initiate the process with the deflection navigator. WLCR then supported the client by gathering her belongings from her family's home, explaining her next steps, providing food, and transporting her to meet the deflection navigator.

By the end of the encounter, the client had formally entered the program. She remains sober and engaged with deflection services.

Youth Client Advocate Update:

Stats Update for June:

- **Open Cases: 7**
- **Referrals Received:**
 - 2 early suicide intervention referrals from the Mapleton School District
 - 2 suicidal ideation referrals from the Siuslaw Resource Officer
 - 3 suicidal ideation referrals from WLCR
- **Follow-up Support:**
 - 23 follow-up phone calls
 - 10 in-person visits
- **Community Outreach:**
 - Engaged an additional 73 youth (ages 5–15) through the Siuslaw Public Libraries in Florence and Mapleton
 - Offered ongoing support for their summer youth programs, attending activities twice a week

Total youth served in June: 80

Success Story: In February, I received a referral for a ten-year-old youth exhibiting random physical aggression toward peers, leading to a parent pickup from school. Following contact with the parent, I conducted a home visit to build rapport with the youth. Collaboration was initiated with the school counselor and teacher, and I met with the youth weekly over the next three months.

Through these meetings, the youth shared early childhood experiences of witnessing domestic violence and expressed fear of losing their father. Over time, they shifted from feeling responsible for protecting their family to simply being a child. Their peers, who had previously been fearful, began to view them as a friend. By the end of the school year, the youth helped plan and host a student event.

This case highlights effective early suicide intervention by addressing concerning behaviors promptly and leveraging local resources in partnership with the school resource officer and school staff.

Upcoming plans/other relevant news: I will be making weekly visits to the Boys and Girls Club to continue with and maintain relationships. Their program started in the middle June and will run to the middle of August.

Please direct any question to Melissa House at melissa@wlfea.org or 541.997.3212

Request WLCR by calling the non-emergency dispatch number at 541.997.3515 and asking for MCR or WLCR.

Balance Sheet
For Period Ending 6/30/2025

Book Value
Jun 2025
Actual

Assets

Current Assets

Cash

Capital Replace Savings 7216	509,098.45
Capital Replace Savings 7224	469,168.80
Checking 1151	2,164.85
LGIP 6355	744,292.67
Money Market 0832	47,193.98
PERS UAL 6512	153,669.05

Other Current Assets

Cash with County	7,242.00
Prepaid Expenses	22,720.50
Property Tax Receivable	110,393.27

Total Current Assets **\$2,065,943.57**

Total Assets **\$2,065,943.57**

Liabilities

Current Liabilities

Other Current Liabilities

Accounts Payable	23.00
Deferred Revenue	95,990.43

Total Current Liabilities **\$96,013.43**

Total Liabilities **\$96,013.43**

Fund Balance

Accumulated Surplus (Deficit)

Investment in Capital	974,580.83
Retained Earnings	995,349.31

Total Fund Balance **\$1,969,930.14**

Total Liabilities and Equity **\$2,065,943.57**

SVFR
General Fund

Statement of Revenue and Expenditures

	Current Period Jul 2024 Jun 2025 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures			
Revenue			
Fee for Service			
OR Dept of Forestry	500.00		0.00%
Three Rivers Casino	61,688.76	61,689.00	100.00%
Total Fee for Service	\$62,188.76	\$61,689.00	
Grant Income			
Grant Income	308.31		0.00%
Total Grant Income	\$308.31		
Other Income			
Interest	79,852.13	40,000.00	199.63%
Miscellaneous Income	4,711.00		0.00%
Office Fees	0.00	1,000.00	0.00%
Reimbursements and Refunds	1,492.82	1,000.00	149.28%
Sale of Assets	20,000.00		0.00%
Unapplied Cash - Bill Payment	23.00		0.00%
Total Other Income	\$106,078.95	\$42,000.00	
Tax Income			
Douglas County Tax Revenue	4,447.32	4,388.00	101.35%
Lane County Tax Revenue	3,232,296.74	3,185,114.00	101.48%
Other County Tax Revenue	3,278.26		0.00%
Prior Tax Years	41,526.06	30,000.00	138.42%
Total Tax Income	\$3,281,548.38	\$3,219,502.00	
Revenue	\$3,450,124.40	\$3,323,191.00	
Gross Profit	\$3,450,124.40	\$3,323,191.00	
Expenses			
Administrative Expenses			
Administrative & Bank Fees	207.12	700.00	29.59%
Membership Dues	180.24		0.00%
Total Administrative Expenses	\$387.36	\$700.00	
Capital Outlay			
Furniture	1,349.93	5,000.00	27.00%
Technology/Computers	7,715.00	10,000.00	77.15%
Total Capital Outlay	\$9,064.93	\$15,000.00	
Insurance			
Property & Liability	50,798.00	52,000.00	97.69%
Total Insurance	\$50,798.00	\$52,000.00	
Non Allocated			
Operating Contingency	0.00	97,000.00	0.00%
PERS UAL	0.00	150,550.00	0.00%
Transfer Out	3,015,000.00	3,015,388.00	99.99%
Transfer to Apparatus Fund	0.00	50,000.00	0.00%
Transfer to Equipment Fund	0.00	50,000.00	0.00%
Transfer to Property Fund	0.00	132,000.00	0.00%
Total Non Allocated	\$3,015,000.00	\$3,494,938.00	
Professional Services			
Audit	10,850.00	10,750.00	100.93%
Total Professional Services	\$10,850.00	\$10,750.00	
Expenses	\$3,086,100.29	\$3,573,388.00	

SVFR

General Fund

Statement of Revenue and Expenditures

	Current Period	Annual Budget	Jul 2024
	Jul 2024	Jul 2024	Jun 2025
	Jun 2025	Jun 2025	Percent of
	Actual		Budget
Revenue Less Expenditures	\$364,024.11	(\$250,197.00)	
Net Change in Fund Balance	\$364,024.11	(\$250,197.00)	

Fund Balances

Beginning Fund Balance	0.00		0.00%
Net Change in Fund Balance	364,024.11	(250,197.00)	0.00%
Ending Fund Balance	992,569.82		0.00%

Report Options
Fund: General Fund
Period: 7/1/2024 to 6/30/2025
Detail Level: Level 1 Accounts
Display Account Categories: Yes
Display Subtotals: Yes
Revenue Reporting Method: Budget - Actual
Expense Reporting Method: Budget - Actual
Budget: General Fund

SVFR

Equipment Fund

Statement of Revenue and Expenditures

	Current Period Jul 2024 Jun 2025 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures			
Revenue			
Other Income			
Interest	6,830.11	5,000.00	136.60%
Total Other Income	\$6,830.11	\$5,000.00	
Transfers In			
Transfers	0.00	50,000.00	0.00%
Total Transfers In	\$0.00	\$50,000.00	
Revenue	\$6,830.11	\$55,000.00	
Gross Profit	\$6,830.11	\$55,000.00	
Expenses			
Capital Outlay			
Turnouts and SCBAs	0.00	450,000.00	0.00%
Total Capital Outlay	\$0.00	\$450,000.00	
Expenses	\$0.00	\$450,000.00	
Revenue Less Expenditures	\$6,830.11	(\$395,000.00)	
Net Change in Fund Balance	\$6,830.11	(\$395,000.00)	
Fund Balances			
Beginning Fund Balance	0.00		0.00%
Net Change in Fund Balance	6,830.11	(395,000.00)	0.00%
Ending Fund Balance	508,036.58		0.00%

Report Options

Fund: Equipment Fund

Period: 7/1/2024 to 6/30/2025

Detail Level: Level 1 Accounts

Display Account Categories: Yes

Display Subtotals: Yes

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

Budget: Equipment Budget

SVFR
Property & Facilities Fund
Statement of Revenue and Expenditures

		Current Period	Annual Budget	Jul 2024
		Jul 2024	Jul 2024	Jun 2025
		Jun 2025	Jun 2025	Percent of
		Actual		Budget
Revenue & Expenditures				
Revenue				
Other Income				
Interest		2,770.08	5,000.00	55.40%
Total Other Income		\$2,770.08	\$5,000.00	
Transfers In				
Transfers		0.00	132,000.00	0.00%
Total Transfers In		\$0.00	\$132,000.00	
Revenue		\$2,770.08	\$137,000.00	
Gross Profit		\$2,770.08	\$137,000.00	
Revenue Less Expenditures		\$2,770.08	\$137,000.00	
Net Change in Fund Balance		\$2,770.08	\$137,000.00	
Fund Balances				
Beginning Fund Balance		0.00		0.00%
Net Change in Fund Balance		2,770.08	137,000.00	0.00%
Ending Fund Balance		468,783.83		0.00%

SVFR

Apparatus Fund

Statement of Revenue and Expenditures

	Current Period	Annual Budget	Jul 2024
	Jul 2024	Jul 2024	Jun 2025
	Jun 2025	Jun 2025	Percent of
	Actual		Budget
Revenue & Expenditures			
Revenue			
Other Income			
Interest	539.91		0.00%
Total Other Income	\$539.91		
Transfers In			
Transfers	0.00	50,000.00	0.00%
Total Transfers In	\$0.00	\$50,000.00	
Revenue	\$539.91	\$50,000.00	
Gross Profit	\$539.91	\$50,000.00	
Revenue Less Expenditures	\$539.91	\$50,000.00	
Net Change in Fund Balance	\$539.91	\$50,000.00	
Fund Balances			
Beginning Fund Balance	0.00		0.00%
Net Change in Fund Balance	539.91	50,000.00	0.00%
Ending Fund Balance	539.91		0.00%

Report Options

Fund: Apparatus Fund

Period: 7/1/2024 to 6/30/2025

Detail Level: Level 1 Accounts

Display Account Categories: Yes

Display Subtotals: Yes

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

Budget: Apparatus Budget

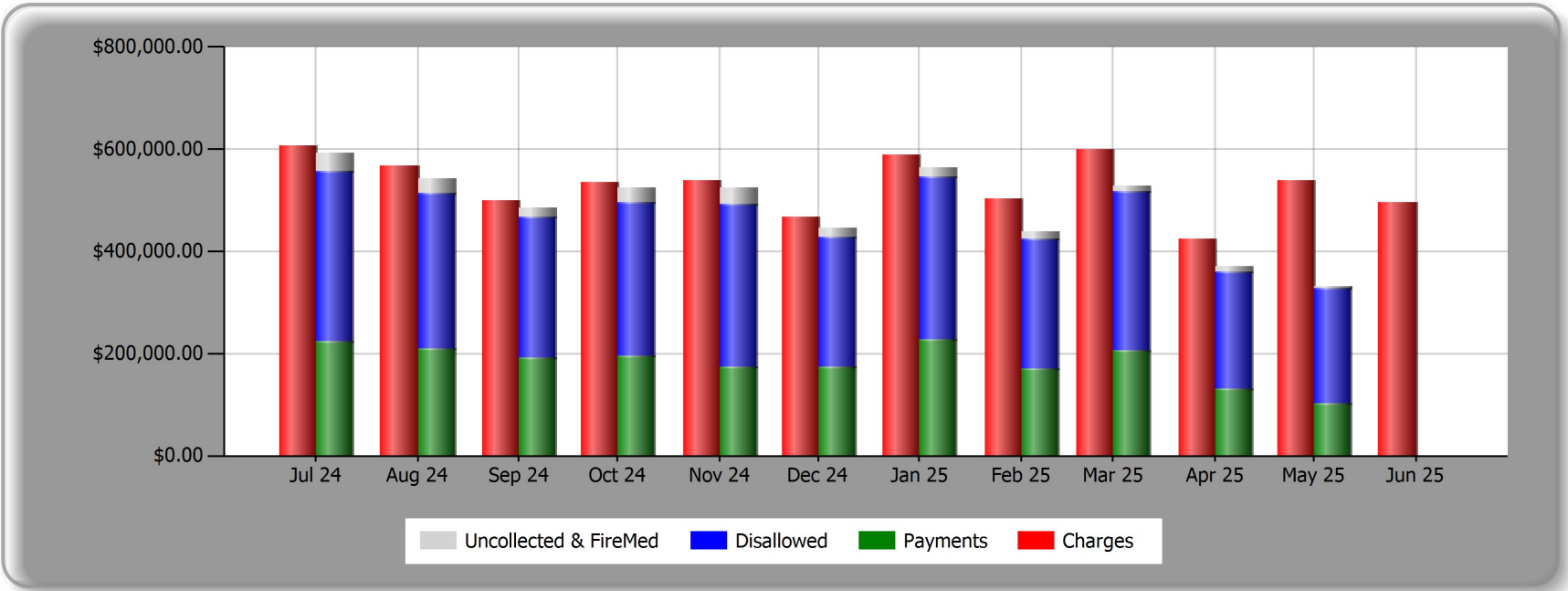
Western Lane Ambulance District
ANNUAL COLLECTION STATISTICS

Company	Western Lane Ambulance District
Date Of Service	7/1/2024
Date Of Service	6/30/2025
Invoices	0

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Jul 24	294	605,209.20	-224,353.37	37 %	-10,264.90	2 %	-331,126.20	55 %	-25,999.80	4 %	13,464.93	2 %
Aug 24	275	566,658.28	-210,918.58	37 %	-7,370.89	1 %	-303,250.79	54 %	-19,521.68	3 %	25,596.34	5 %
Sep 24	239	500,923.40	-190,745.38	38 %	-9,114.31	2 %	-276,674.05	55 %	-8,683.63	2 %	15,706.03	3 %
Oct 24	263	535,425.08	-196,763.66	37 %	-7,388.34	1 %	-298,385.61	56 %	-22,649.59	4 %	10,237.88	2 %
Nov 24	262	540,238.34	-174,495.58	32 %	-7,540.37	1 %	-317,636.46	59 %	-23,430.01	4 %	17,135.92	3 %
Dec 24	259	468,952.98	-172,983.71	37 %	-6,482.02	1 %	-254,385.89	54 %	-10,161.39	2 %	24,939.97	5 %
Jan 25	301	588,506.41	-225,739.86	38 %	-10,155.50	2 %	-318,821.41	54 %	-7,760.46	1 %	26,029.18	4 %
Feb 25	250	501,432.64	-170,840.43	34 %	-13,523.95	3 %	-251,842.67	50 %	-922.94	0 %	64,302.65	13 %
Mar 25	304	601,353.68	-204,153.13	34 %	-8,837.96	1 %	-312,688.10	52 %	-1,134.04	0 %	74,540.45	12 %
Apr 25	211	424,496.76	-131,670.89	31 %	-8,806.39	2 %	-229,512.17	54 %	-290.00	0 %	54,217.31	13 %
May 25	284	539,917.72	-103,725.36	19 %	-2,654.14	0 %	-226,615.80	42 %	0.00	0 %	206,922.42	38 %
Jun 25	243	497,699.44	0.00	0 %	0.00	0 %	0.00	0 %	0.00	0 %	497,699.44	100 %

3,185 6,370,813.93 -2,006,389.95 -92,138.77 -3,120,939.15 -120,553.54 1,030,792.52

All amounts shown relate directly to each month's charges. They will not reconcile to monthly deposit reports



**Western Lane Ambulance District
MONTH END SUMMARY**

Company Code	Western Lane Ambulance District
Transaction Date	6/1/2025
Transaction Date	6/30/2025

Balance Forward	1,261,755.96
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Charges by Level of Service	497,714.56
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Batch #	ALS 1 E	ALS 1 NE	ALS 2	BLS E	BLS NE	SCT	Total
JUN25	242,627.08	42,876.68	14,455.56	123,471.44	23,197.40	51,071.28	497,699.44
MAY25				0.00	15.12		15.12
Total	242,627.08	42,876.68	14,455.56	123,471.44	23,212.52	51,071.28	497,714.56

Payments - ALL	-186,559.85
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Payments - EFT

<u>Trans Date</u>	<u>Payer</u>	<u>Ref #</u>	<u>Amount</u>
6/1/2025	Umpqua Health Alliance	162017	-420.62
6/1/2025	Pacific Source MedAdvantage	25152B1000020123	-946.23
6/1/2025	Pacific Source Community Solutions	25152B1000099144	-2,079.59
6/1/2025	OPTUM Care MedAdvantage	2981310214	-1,523.96
6/1/2025	Tribal First Insurance	862102	-1,780.36
6/1/2025	Atrio Health MedAdv	90009928	-458.76
6/1/2025	Atrio Health MedAdv	90010218	-3,480.77
6/1/2025	GEHA	CN17412109552285	-236.17
6/2/2025	Blue Cross Blue Shield Oregon	0155761318	-5,907.34
6/2/2025	XO Regence Federal Oregon	0340046306	-360.33
6/2/2025	XO AARP Medicare Supplemental	11260241322	-232.68
6/2/2025	Samaritan Advantage Health Plan	37026986	-290.87
6/2/2025	Intercommunity Health Network	37028148	-420.62
6/2/2025	UHC West/Secure Horizons	T3737602	-570.51
6/3/2025	Oregon Medicaid	14137613	0.00
6/3/2025	Medicare B Oregon	895502525	-197.39
6/3/2025	XO GEHA	CN17422112984365	-153.90
6/3/2025	UHC West/Secure Horizons	T3809679	-1,809.23
6/4/2025	Health Net Med Advantage	0900397273	-746.15

**Western Lane Ambulance District
MONTH END SUMMARY**

6/4/2025	VA Regional Payment Center	0953221	-3,823.92
6/4/2025	XO Tricare for Life	2513861606	-249.46
6/4/2025	Tricare for Life	2513890269	-275.00
6/4/2025	UHC West/Secure Horizons	T3883712	-1,513.41
6/5/2025	Trillium Community Health Plan	0900252932	-538.16
6/5/2025	XO AARP Medicare Supplemental	11262217450	-136.44
6/5/2025	XO Aetna	825153000243306	-196.46
6/5/2025	XO GEHA	CN17428128393895	-307.80
6/5/2025	UHC West/Secure Horizons	T3984543	-2,394.94
6/6/2025	Tricare for Life	2513943838	-290.00
6/6/2025	Atrio Health MedAdv	90010850	-1,263.40
6/6/2025	UHC West/Secure Horizons	T4051225	-1,361.07
6/8/2025	Pacific Source MedAdvantage	25159B1000021399	-442.51
6/8/2025	Pacific Source Community Solutions	25159B1000106518	-1,851.50
6/9/2025	BCBS OR Blue Card MedAdv	0155773191	-6,153.12
6/9/2025	XO Regence Federal Oregon	0261322560	-80.31
6/9/2025	XO Regence Federal Oregon	0340048961	-72.54
6/9/2025	XO AARP Medicare Supplemental	11263764187	-129.99
6/9/2025	UHC West/Secure Horizons	T4113904	-2,841.26
6/10/2025	Oregon Medicaid	600336603	-729.41
6/10/2025	XO GEHA	CN17602073950485	-133.11
6/10/2025	UHC West/Secure Horizons	T4181858	-2,080.05
6/11/2025	Health Net Med Advantage	0900347788	-261.66
6/11/2025	VA Regional Payment Center	2114397	-1,797.64
6/11/2025	Medicare B Oregon	895524362	-2,026.55
6/11/2025	UHC West/Secure Horizons	T4253797	-9,412.06
6/12/2025	Cigna		0.00
6/12/2025	Trillium Community Health Plan	0900253984	-1,810.34
6/12/2025	XO AARP Medicare Supplemental	11265976971	-718.24
6/12/2025	Medicare B Oregon	895528278	-946.88
6/12/2025	United Healthcare	W325719794	-951.18
6/13/2025	XO AARP Medicare Supplemental	11266658946	-210.36
6/13/2025	MODA	25164B1000039869	-3,097.48
6/13/2025	Eastern Oregon CCO - (EOCCO)	25164B1000127534	-311.42

**Western Lane Ambulance District
MONTH END SUMMARY**

6/13/2025	Medicare B Oregon	895532442	-2,074.85
6/15/2025	DANE, DANA J	138007279	0.00
6/15/2025	Pacific Source MedAdvantage	25166B1000020931	-1,799.80
6/15/2025	Pacific Source Community Solutions	25166B1000095695	-3,389.60
6/15/2025	Pacific Source Health Plan	25166B1000197543	-1,756.60
6/16/2025	Blue Cross Blue Shield Oregon	0155783574	-1,028.55
6/16/2025	AllCare Health Plan-Medicaid	123000220093639	-1,422.07
6/16/2025	VA Regional Payment Center	2772111	-3,298.84
6/17/2025	Tricare for Life	2514176725	-290.00
6/17/2025	VA Regional Payment Center	3098032	-1,793.32
6/17/2025	Aetna Medadvantage HMO	882516201078157	-1,116.03
6/18/2025	Health Net Med Advantage	0900348627	-810.40
6/18/2025	Health Net Med Advantage	0900399853	-570.33
6/18/2025	VA Regional Payment Center	3164675	-1,771.72
6/18/2025	Aetna Medadvantage HMO	882516301080007	-697.07
6/18/2025	Aetna Medadvantage HMO	882516401077562	-706.58
6/18/2025	Medicare B Oregon	895545142	-5,164.98
6/18/2025	United Healthcare	W326272054	-645.66
6/19/2025	Trillium Community Health Plan	0900255001	-3,238.59
6/20/2025	XO MODA	25171B1000026718	-415.17
6/20/2025	Aetna	825167000502637	-360.42
6/20/2025	Medicare B Oregon	895550272	-8,352.11
6/22/2025	Pacific Source Community Solutions	25173B1000105570	-1,550.41
6/23/2025	BCBS OR Blue Card MedAdv	0155794020	-3,168.09
6/23/2025	Regence Federal Oregon	0340055165	-1,924.47
6/23/2025	Medicare B Oregon	895554857	-7,056.58
6/24/2025	Oregon Medicaid	14154066	0.00
6/24/2025	XO Tricare for Life	2514356774	-136.72
6/24/2025	Medicare B Oregon	895558884	-5,027.76
6/24/2025	Atrio Health MedAdv	90012035	-788.01
6/24/2025	UHC West/Secure Horizons	T4893046	-688.27
6/25/2025	XO AARP Medicare Supplemental	11272231295	-123.55
6/25/2025	XO Tricare for Life	2514392940	-268.17
6/25/2025	Medicare B Oregon	895563058	-2,891.33

**Western Lane Ambulance District
MONTH END SUMMARY**

6/26/2025	Trillium Community Health Plan	0900256038	-877.12
6/26/2025	XO Aetna	825174000239258	-113.85
6/26/2025	Medicare B Oregon	895566971	-4,794.36
6/26/2025	UHC West/Secure Horizons	T5012569	-1,178.65
6/27/2025	XO AARP Medicare Supplemental	11273772295	-210.77
6/27/2025	MODA	25178B1000045213	-3,106.20
6/27/2025	Medicare B Oregon	895571178	-5,822.23
6/27/2025	Atrio Health MedAdv	90012208	-510.48
6/29/2025	Pacific Source MedAdvantage	25180B1000021526	-2,017.63
6/29/2025	Pacific Source Community Solutions	25180B1000102704	-1,334.41
6/30/2025	BCBS OR Blue Card MedAdv	0155804100	-2,230.48
6/30/2025	XO Regence Federal Oregon	0340056170	-603.32
6/30/2025	Medicare B Oregon	895575423	-553.32
6/30/2025	AARP Medicare Complete Plus	T5141422	-132.35

EFT TOTAL**-157,834.37****Payments - Credit Card***(VISA, MC, AMX, Disc)*

<u>Trans Date</u>	<u>Amount</u>
6/2/2025	-366.68
6/3/2025	-200.00
6/4/2025	-1,050.00
6/5/2025	-400.24
6/6/2025	-443.35
6/8/2025	-350.00
6/9/2025	-275.00
6/10/2025	-316.62
6/11/2025	-300.00
6/13/2025	-25.00
6/15/2025	-100.00
6/17/2025	-100.00
6/18/2025	-755.00
6/19/2025	-375.00
6/20/2025	-100.00
6/23/2025	-540.00

**Western Lane Ambulance District
MONTH END SUMMARY**

6/24/2025	-50.00
6/30/2025	-150.00

CREDIT CARD TOTAL	-5,896.89
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Payments - Bank Deposit*(Cash, Chk Ins, Chk Pvt, Coll Pmt, MO)*

<u>Trans Date</u>	<u>Amount</u>
6/3/2025	-6,594.34
6/10/2025	-950.09
6/17/2025	-4,024.42
6/24/2025	-12,051.25
BANK DEPOSIT TOTAL	-23,620.10

Payments - Paid at FD

<u>Date</u>	<u>Pd at FD, Ins</u>	<u>Total</u>
6/30/2025	-149.19	-149.19
Total	-149.19	-149.19

Payments - Refunds/Refund Reversals

<u>Date</u>	<u>Ref Ins</u>	<u>Ref Prv</u>	<u>Total</u>
6/3/2025	10.00	900.70	910.70
Total	10.00	900.70	910.70

Payments - Other

<u>Date</u>	<u>NS</u>	<u>Total</u>
06/23/25	30.00	30.00
Total	30.00	30.00

Payments by Level of Service

<u>Date</u>	<u>ALS 1 E</u>	<u>ALS 1 NE</u>	<u>ALS 2</u>	<u>BLS E</u>	<u>BLS NE</u>	<u>SCT</u>	<u>Total</u>
6/1/2025	-7,359.58	-867.02		-1,579.08	-1,120.78		-10,926.46
6/2/2025	-4,230.04	-223.61		-3,033.54	-661.84		-8,149.03
6/3/2025	-3,561.51	-390.00		-2,363.76	-197.39	-1,531.50	-8,044.16
6/4/2025	-1,815.79	-4,206.31	-746.15	-614.69	-275.00		-7,657.94

**Western Lane Ambulance District
MONTH END SUMMARY**

Date	ALS 1 E	ALS 1 NE	ALS 2	BLS E	BLS NE	SCT	Total
6/5/2025	-3,070.45			-401.61	-275.24	-226.74	-3,974.04
6/6/2025	-1,777.66	-850.72		-729.44	0.00		-3,357.82
6/7/2025	0.00						0.00
6/8/2025	-1,339.57		-593.90	-350.00	-360.54		-2,644.01
6/9/2025	-5,170.60			-1,513.26	-1,341.32	-1,527.04	-9,552.22
6/10/2025	-2,291.15	-1,134.31	-200.00	-438.91	-144.91		-4,209.28
6/11/2025	-7,905.37	-1,927.58		-261.66	-1,124.68	-2,578.62	-13,797.91
6/12/2025	-780.62	-1,308.55		-2,192.56	-144.91		-4,426.64
6/13/2025	-3,170.33	-25.00		-771.82	-1,751.96		-5,719.11
6/14/2025		0.00					0.00
6/15/2025	-4,121.71	-752.72		-1,982.83	-188.74		-7,046.00
6/16/2025	-936.60		-4,409.49	-311.42	-91.95		-5,749.46
6/17/2025	-5,536.19	-1,116.03		-254.37	-137.11	-280.07	-7,323.77
6/18/2025	-7,301.86	-810.40	-1,541.14	-1,468.34			-11,121.74
6/19/2025	-1,261.86	-357.37	-376.77	-1,112.52	0.00	-505.07	-3,613.59
6/20/2025	-4,501.48	-876.58		-1,847.01	-2,002.63		-9,227.70
6/22/2025	-420.62		-376.77	-394.36	-358.66		-1,550.41
6/23/2025	-7,297.05	-3,436.36		-1,925.73			-12,659.14
6/24/2025	-7,092.53	-822.91	-2,773.20	-4,620.11	-1,681.87	-1,751.39	-18,742.01
6/25/2025	-1,371.54	-882.37		-1,029.14			-3,283.05
6/26/2025	-5,300.96	-341.22	-598.02	-578.87	-144.91		-6,963.98
6/27/2025	-3,211.85	-4,118.96		-887.11	-529.89	-901.87	-9,649.68
6/29/2025	-1,214.38			-1,002.05	-1,135.61		-3,352.04
6/30/2025	-3,359.20	-132.35		-114.12	-212.99		-3,818.66
Total	-95,400.50	-24,580.37	-11,615.44	-31,778.31	-13,882.93	-9,302.30	-186,559.85

Transaction Adjustments by Level of Service
-367,129.60

	ALS 1 E	ALS 1 NE	ALS 2	BLS E	BLS NE	SCT	Total
Bankruptcy	-250.00				-290.00		-540.00
Fire Med Adjustment	-6,827.36	-800.00		-2,221.13		-321.55	-10,170.04
NSF Check Fee	30.00						30.00
W/O Fee Schedule	-146,447.46	-43,689.80	-22,744.38	-87,978.34	-28,438.32	-12,175.24	-341,473.54

**Western Lane Ambulance District
MONTH END SUMMARY**

	ALS 1 E	ALS 1 NE	ALS 2	BLS E	BLS NE	SCT	Total
W/O Patient Deceased					-376.88		-376.88
W/O to collections	-4,589.80	-2,925.70		-1,040.00	-3,408.64		-11,964.14
Waiver per FD					-2,635.00		-2,635.00
Total	-158,084.62	-47,415.50	-22,744.38	-91,239.47	-35,148.84	-12,496.79	-367,129.60

Ending Balance	1,205,781.07
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Statement of Revenue and Expenditures

	Current Period Jul 2024 Jun 2025 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures			
Revenue			
Other Income			
CPR Classes	26,826.62	25,000.00	107.31%
Donations	35.00		0.00%
Interest	17.19		0.00%
LifeMed Subscription	101,120.00	115,000.00	87.93%
Total Other Income	\$127,998.81	\$140,000.00	
Revenue	\$127,998.81	\$140,000.00	
Gross Profit	\$127,998.81	\$140,000.00	
Expenses			
Administrative Expenses			
Administrative & Bank Fees	2,677.58	3,000.00	89.25%
Advertising	7,825.00	7,000.00	111.79%
Membership Dues	0.00	1,000.00	0.00%
Office Supplies	549.00	1,500.00	36.60%
Public & Regional Training	0.00	5,000.00	0.00%
Refunds	130.00	300.00	43.33%
Shipping/Postage	3,670.25	4,000.00	91.76%
Training & Conferences	3,812.95	10,000.00	38.13%
Total Administrative Expenses	\$18,664.78	\$31,800.00	
Non Allocated			
Transfer Out	140,000.00	140,000.00	100.00%
Total Non Allocated	\$140,000.00	\$140,000.00	
Expenses	\$158,664.78	\$171,800.00	
Revenue Less Expenditures	(\$30,665.97)	(\$31,800.00)	
Net Change in Fund Balance	(\$30,665.97)	(\$31,800.00)	
Fund Balances			
Beginning Fund Balance	0.00		0.00%
Net Change in Fund Balance	(30,665.97)	(31,800.00)	0.00%
Ending Fund Balance	141,340.99		0.00%

Report Options

Fund: LifeMed Fund

Period: 7/1/2024 to 6/30/2025

Detail Level: Level 1 Accounts

Display Account Categories: Yes

Display Subtotals: Yes

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

Budget: LifeMed Budget

WLAD

Balance Sheet

For Period Ending 6/30/2025

Book Value
Jun 2025
Actual

Assets

Current Assets

Cash

Capital Equipment Reserve 1060	196,145.54
Cash with County	3,391.00
Checking 0046	35,435.80
LGIP 6353	1,040,753.31
LifeMed Account 9411	139,240.99
Money Market 9835	66,309.64
PERS UAL 6407	59,795.98
Petty Cash	400.00

Accounts Receivable

Accounts Receivable	2,100.00
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Other Receivables

Patient Accts Receivable	1,271,812.49
Property Tax Receivable	66,336.00

Other Current Assets

Accounts Receivable	5,229.00
Allowance for Bad Debt	(196,370.88)
Allowance for Contractual Adj	(496,006.88)
Grant Receivable	50,000.46
Prepaid Health Insurance	12,774.49

Total Current Assets \$2,257,346.94

Total Assets \$2,257,346.94

Liabilities

Current Liabilities

Other Current Liabilities

MIH Deferred Revenue	53,277.00
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Total Current Liabilities \$53,277.00

Total Liabilities \$53,277.00

Fund Balance

Accumulated Surplus (Deficit)

Capital Reserve	195,491.30
Fund Balance Unrestricted	1,874,442.72
Investment in Capital	134,135.92

Total Fund Balance \$2,204,069.94

Total Liabilities and Equity \$2,257,346.94

WLAD
General Fund

Statement of Revenue and Expenditures

	Current Period Jul 2024 Jun 2025 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures			
Revenue			
Ambulance Income			
Allowance for Contract Adjust	7,155.09		0.00%
Collection Agency	3,989.23		0.00%
GEMT CCO Program	121,209.74	80,000.00	151.51%
Medicaid	200,413.72	100,000.00	200.41%
Medicare	1,497,263.45	1,500,000.00	99.82%
Private Insurance	562,817.47	200,000.00	281.41%
Private Pay	142,118.97	200,000.00	71.06%
Total Ambulance Income	\$2,534,967.67	\$2,080,000.00	
Fee for Service			
Three Rivers Casino	30,792.00	30,792.00	100.00%
Total Fee for Service	\$30,792.00	\$30,792.00	
Grant Income			
Grant Income	301,250.00	32,080.00	939.06%
Grant Income - MIH	50,000.00	50,000.00	100.00%
Total Grant Income	\$351,250.00	\$82,080.00	
Other Income			
Interest	78,440.95	40,000.00	196.10%
Office Fees	(720.00)		0.00%
Other Revenue	40,175.28	10,000.00	401.75%
Reimbursements and Refunds	30.47		0.00%
Total Other Income	\$117,926.70	\$50,000.00	
Tax Income			
Lane County Operation Levy	1,095,511.17	1,095,006.00	100.05%
Lane County Tax Revenue	817,201.88	758,855.00	107.69%
Prior Tax Years	24,175.20	20,000.00	120.88%
Total Tax Income	\$1,936,888.25	\$1,873,861.00	
Transfers In			
Transfers	140,000.00	140,000.00	100.00%
Total Transfers In	\$140,000.00	\$140,000.00	
Revenue	\$5,111,824.62	\$4,256,733.00	
Gross Profit	\$5,111,824.62	\$4,256,733.00	
Expenses			
Administrative Expenses			
Administrative & Bank Fees	651.93		0.00%
Grant Expense	55,375.55	1,630.00	3,397.27%
Membership Dues	1,592.46	2,500.00	63.70%
Refunds	23,265.05		0.00%
Total Administrative Expenses	\$80,884.99	\$4,130.00	
Capital Outlay			
Apparatus/Vehicles	0.00	55,000.00	0.00%
Building Improvements	19,865.10	50,000.00	39.73%
Equipment	0.00	20,000.00	0.00%
Technology/Computers	812.12	5,000.00	16.24%
Total Capital Outlay	\$20,677.22	\$130,000.00	

Statement of Revenue and Expenditures

	Current Period Jul 2024 Jun 2025 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Insurance			
Property & Liability	25,973.00	31,500.00	82.45%
Total Insurance	\$25,973.00	\$31,500.00	
Non Allocated			
Operating Contingency	0.00	73,450.00	0.00%
PERS UAL	0.00	59,221.00	0.00%
Transfer Out	4,276,250.00	4,195,732.00	101.92%
Transfer to Equipment Fund	0.00	100,000.00	0.00%
Total Non Allocated	\$4,276,250.00	\$4,428,403.00	
Operational Supplies			
Ventilators	17,203.28	20,000.00	86.02%
Total Operational Supplies	\$17,203.28	\$20,000.00	
Professional Services			
Audit	14,000.00	14,000.00	100.00%
Total Professional Services	\$14,000.00	\$14,000.00	
Expenses	\$4,434,988.49	\$4,628,033.00	
Revenue Less Expenditures	\$676,836.13	(\$371,300.00)	
Net Change in Fund Balance	\$676,836.13	(\$371,300.00)	
Fund Balances			
Beginning Fund Balance	0.00		0.00%
Net Change in Fund Balance	676,836.13	(371,300.00)	0.00%
Ending Fund Balance	1,866,583.41		0.00%

Report Options

Fund: General Fund

Period: 7/1/2024 to 6/30/2025

Detail Level: Level 1 Accounts

Display Account Categories: Yes

Display Subtotals: Yes

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

Budget: General Fund

WLAD
Equipment Fund
Statement of Revenue and Expenditures

	Current Period Jul 2024 Jun 2025 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures			
Revenue			
Other Income			
Interest	1,961.50	1,500.00	130.77%
Total Other Income	\$1,961.50	\$1,500.00	
Transfers In			
Transfers	0.00	100,000.00	0.00%
Total Transfers In	\$0.00	\$100,000.00	
Revenue	\$1,961.50	\$101,500.00	
Gross Profit	\$1,961.50	\$101,500.00	
Revenue Less Expenditures	\$1,961.50	\$101,500.00	
Net Change in Fund Balance	\$1,961.50	\$101,500.00	
Fund Balances			
Beginning Fund Balance	0.00		0.00%
Net Change in Fund Balance	1,961.50	101,500.00	0.00%
Ending Fund Balance	196,145.54		0.00%

General Fund, WLCR Fund
WLFEA
Balance Sheet
For Period Ending 6/30/2025

Book Value
Jun 2025
Actual

Assets

Current Assets

Cash

Checking 5400	819,087.89
LGIP 6553	2,537,920.66
WLFEA - WLCR 2199	(14.64)

Accounts Receivable

Accounts Receivable	37,703.88
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Other Current Assets

Accounts Receivable	65,480.37
Capital Assets:Accumulated Dep	(26,682.00)
Capital Assets:Vehicles	109,533.97
Deferred Outflows of Resources	3,239,396.99
OPEB - RHIA	64,587.00
Prepaid Expenses	(28,214.17)
Prepaid Health Insurance	127,787.10
PSA Flex Account	1,446.00

Total Current Assets	\$6,948,033.05
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Total Assets	\$6,948,033.05
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Liabilities

Current Liabilities

Credit Cards

US Bank CC 5241	32,688.24
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Short Term Debt

AFLAC Payable	937.92
Flex Spending Payable	(134.00)
Medical Care Payable	3,468.66
OSGP Payable	7.20
PERS Payable	(320.88)
PLO Payable	50.74

Other Current Liabilities

Credit Card	(27,876.46)
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Total Current Liabilities	\$8,821.42
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Total Liabilities	\$8,821.42
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Fund Balance

Accumulated Surplus (Deficit)

Investment in Capital	12,150.00
Retained Earnings	6,927,061.63

Total Fund Balance	\$6,939,211.63
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Total Liabilities and Equity	\$6,948,033.05
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General Fund

Statement of Revenue and Expenditures

	Current Period Jul 2024 Jun 2025 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures			
Revenue			
Other Income			
Conflag Receipts	89,245.93	50,000.00	178.49%
Donations	8,003.00	2,000.00	400.15%
Employee Recognition Donation	5,625.00		0.00%
Grant Admin	7,575.35	64,028.00	11.83%
Interest	53,799.53	60,000.00	89.67%
Misc Income	9,594.75		0.00%
Office Fees	1,096.49		0.00%
Reimbursements and Refunds	25,907.16	20,000.00	129.54%
Rental Income	623.53		0.00%
Smoke Alarm Donations	1,097.00		0.00%
Total Other Income	\$202,567.74	\$196,028.00	
Transfers In			
Transfer from SVFR	3,010,000.00	3,010,388.00	99.99%
Transfers from WLAD	4,026,705.00	4,190,732.00	96.09%
Total Transfers In	\$7,036,705.00	\$7,201,120.00	
Revenue	\$7,239,272.74	\$7,397,148.00	
Gross Profit	\$7,239,272.74	\$7,397,148.00	
Expenses			
Administrative Expenses			
Administrative & Bank Fees	4,324.80		0.00%
Advertising	9,242.31		0.00%
Break Room/Hospitality	3,805.05		0.00%
Education Reimbursement	4,424.00	5,000.00	88.48%
Employee Recognition	16,246.77	35,550.00	45.70%
Membership Dues	39,325.52	45,000.00	87.39%
Office Equipment Agreements	7,386.98	11,000.00	67.15%
Other Expenses	12,759.74		0.00%
Shipping/Postage	746.95	3,000.00	24.90%
Supplies	9,231.22	3,000.00	307.71%
Training & Conferences	6,956.30	7,000.00	99.38%
Total Administrative Expenses	\$114,449.64	\$109,550.00	
Board of Directors			
Board Conferences	7,671.71	10,000.00	76.72%
Board Expenses - Other	694.14		0.00%
Board Meetings	4,722.52	6,000.00	78.71%
Total Board of Directors	\$13,088.37	\$16,000.00	
Building Property & Maintenance			
Maintenance	47,921.02	97,000.00	49.40%
Utilities	77,983.05	91,123.00	85.58%
Total Building Property & Maintenance	\$125,904.07	\$188,123.00	
Insurance			
Property & Liability	27,648.00	27,600.00	100.17%
Workers Compensation	197,976.02	155,100.00	127.64%
Total Insurance	\$225,624.02	\$182,700.00	
Operational Supplies			
Equipment Maintenance	29,436.43	40,000.00	73.59%
iPads & Mounting Supplies	351.75	3,000.00	11.73%
Operational Supplies	250.33		0.00%

Statement of Revenue and Expenditures

	Current Period Jul 2024 Jun 2025 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Personal Protection Equipment	38,379.41	35,000.00	109.66%
Small Tools	6,295.09	10,000.00	62.95%
Supply Room Cleaning Supplies	13,638.03	11,200.00	121.77%
Uniforms	25,261.64	30,000.00	84.21%
Total Operational Supplies	\$113,612.68	\$129,200.00	
Operations - Emergency Sevices			
Asset Management Services	7,152.00	8,000.00	89.40%
ImageTrend	18,333.82	19,000.00	96.49%
Public Safety Answering Point	138,163.50	150,000.00	92.11%
Total Operations - Emergency Sevices	\$163,649.32	\$177,000.00	
Operations - Medical			
Hospital Transfer Meals	624.44	1,000.00	62.44%
Medical Gas/O2	20,087.11	20,000.00	100.44%
Medical Supplies	91,509.98	84,500.00	108.30%
MIH Expenses	223.75	1,000.00	22.38%
Pharmacy Expense	23,949.16	30,000.00	79.83%
Physician Advisor	18,000.00	12,000.00	150.00%
Total Operations - Medical	\$154,394.44	\$148,500.00	
Operations - Prevention/ Fire Investigation			
Fire Marshal Dues & Subscript	0.00	1,800.00	0.00%
Fire Prevention Software/iPADS	3,747.93	3,750.00	99.94%
Fire Prevention Supplies	359.96	5,000.00	7.20%
Fire Prevention Training	0.00	3,000.00	0.00%
Public Education Supplies	4,554.92	11,000.00	41.41%
Smoke Detector Expense	754.98		0.00%
Total Operations - Prevention/ Fire Investigation	\$9,417.79	\$24,550.00	
Operations - Recruitment			
Advertising & NTN Testing	95.98	1,000.00	9.60%
Pre-Employment Testing	4,734.00	7,000.00	67.63%
Total Operations - Recruitment	\$4,829.98	\$8,000.00	
Operations - Training			
Academy & EMT Scholarships	4,640.50	5,000.00	92.81%
Certification Renewals	10,133.11	7,650.00	132.46%
Conference & Travel	10,587.87	12,000.00	88.23%
Critical Care Paramedic Train	9,940.56	3,000.00	331.35%
MIH Training	99.65	1,500.00	6.64%
Misc Training	192.03	700.00	27.43%
On Site Training	13,776.00	9,000.00	153.07%
Paramedic School - Career	4,473.25	6,000.00	74.55%
Reserve Training	1,896.00	2,500.00	75.84%
Target Solutions	8,611.00	12,845.00	67.04%
Training Equip & Supplies	5,814.31	7,500.00	77.52%
Total Operations - Training	\$70,164.28	\$67,695.00	
Operations - Vehicles			
Fuel	9,885.24		0.00%
Repairs & Maintenance -Vehicle	232,137.27	250,000.00	92.85%
Total Operations - Vehicles	\$242,022.51	\$250,000.00	
Payroll Taxes & Benefits			
457 Plans	3,600.19		0.00%
Cell Phone Stipend	18,800.00	24,500.00	76.73%
Health & Wellness	18,198.00	19,940.00	91.26%
Health Insurance	127,162.98	805,410.00	15.79%

Statement of Revenue and Expenditures

	Current Period Jul 2024 Jun 2025 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
HRA VEBA	92,250.00	102,000.00	90.44%
Life & Accident	3,118.00	32,876.00	9.48%
LOSAP	(5,248.74)	3,000.00	(174.96%)
Paid Leave OR	26,252.41	14,000.00	187.52%
Payroll Taxes	292,571.12	300,886.00	97.24%
PERS	992,089.68	1,426,108.00	69.57%
Provident AD & D- A & H	644,557.09	10,340.00	6,233.63%
Total Payroll Taxes & Benefits	\$2,213,350.73	\$2,739,060.00	
Personnel Services			
Administrative Staff	178,786.68	212,408.00	84.17%
Captains	284,303.93	314,213.00	90.48%
Conflagration	95,183.61	30,000.00	317.28%
Deputy Chief	22,287.39	127,594.00	17.47%
Duty Chief Stipends	16,100.00	18,200.00	88.46%
Fire & EMS Chief	143,085.58	141,903.00	100.83%
Fire Inspector	34,829.60	57,454.00	60.62%
Firefighter/Engineers	350,153.17	403,537.00	86.77%
Firefighter/Paramedics	550,017.20	642,496.00	85.61%
Lieutenants	190,855.86	235,780.00	80.95%
Logistics Chief	87,979.12	96,294.00	91.37%
Mobile Integrated Health	54,681.02	68,930.00	79.33%
Office Manager	85,945.86	93,704.00	91.72%
Overtime - Training	30,253.79	70,000.00	43.22%
Overtime - Wages	485,442.02	450,000.00	107.88%
Part Time EMT/Paramedics	161,666.63	228,988.00	70.60%
Part Time Firefighters	224,859.10	126,000.00	178.46%
Reserve Volunteers	23,274.06	64,000.00	36.37%
Shift Stipends	2,375.00		0.00%
Single Role Paramedic	330,577.00	430,751.00	76.74%
Training Division Chief	113,601.81	120,894.00	93.97%
Total Personnel Services	\$3,466,258.43	\$3,933,146.00	
Professional Services			
Audit	10,900.00	11,500.00	94.78%
Billing Service	80,778.79	61,800.00	130.71%
Business Consulting	2,500.00	5,000.00	50.00%
GEMT Admin & Consulting Fees	40,568.07	64,000.00	63.39%
Legal	3,978.00	20,000.00	19.89%
Other Professional Services	203.48		0.00%
Payroll Service	9,260.78	12,000.00	77.17%
Peer Support/ Temporary Service	11,609.90	20,000.00	58.05%
Total Professional Services	\$159,799.02	\$194,300.00	
Technology			
Computers	0.00	60,000.00	0.00%
IT Services	59,523.82	65,000.00	91.58%
Software & Licenses	30,370.43		0.00%
Technology/Computers	17,981.67		0.00%
Telephones & Cell Phones	3,160.84		0.00%
Website	3,759.92	2,500.00	150.40%
Total Technology	\$114,796.68	\$127,500.00	
Expenses	\$7,191,361.96	\$8,295,324.00	
Revenue Less Expenditures	\$47,910.78	(\$898,176.00)	
Net Change in Fund Balance	\$47,910.78	(\$898,176.00)	

General Fund
Statement of Revenue and Expenditures

	Current Period	Annual Budget	Jul 2024
	Jul 2024	Jul 2024	Jun 2025
	Jun 2025	Jun 2025	Percent of
	Actual		Budget
Fund Balances			
Beginning Fund Balance	0.00		0.00%
Net Change in Fund Balance	47,910.78	(898,176.00)	0.00%
Ending Fund Balance	6,918,271.98		0.00%

Report Options
Fund: General Fund
Period: 7/1/2024 to 6/30/2025
Detail Level: Level 1 Accounts
Display Account Categories: Yes
Display Subtotals: Yes
Revenue Reporting Method: Budget - Actual
Expense Reporting Method: Budget - Actual
Budget: General Fund Budget

Statement of Revenue and Expenditures

Account Number			Current Period	Annual Budget	Jul 2024
			Jul 2024 Jun 2025 Actual	Jul 2024 Jun 2025	Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
BGWLC Grant					
4300	Grant Income		49,407.66		0.00%
BGWLC Grant Totals			\$49,407.66		
HRSA Grant					
4300	Grant Income		37,402.26		0.00%
HRSA Grant Totals			\$37,402.26		
Lane County Health & Human Services					
4450	Grant Admin		3,124.50		0.00%
4300	Grant Income		68,218.89	388,270.00	17.57%
Lane County Health & Human Services Totals			\$71,343.39	\$388,270.00	
Other WLCR					
4450	Grant Admin		0.26		0.00%
Other WLCR Totals			\$0.26		
SAMHSA Grant					
4300	Grant Income		278,385.49		0.00%
SAMHSA Grant Totals			\$278,385.49		
Unallocated					
4450	Grant Admin		3,124.50		0.00%
4300	Grant Income		0.00	1,050,457.00	0.00%
4505	Transfer from SVFR		0.00	5,000.00	0.00%
4510	Transfers from WLAD		0.00	5,000.00	0.00%
Unallocated Totals			\$3,124.50	\$1,060,457.00	
WLCR					
4450	Grant Admin		0.10		0.00%
4300	Grant Income		251,250.00		0.00%
4010	Lane County Tax Revenue		306,801.40		0.00%
4505	Transfer from SVFR		5,000.00		0.00%
4515	Transfers		21,081.85		0.00%
4510	Transfers from WLAD		5,000.00		0.00%
WLCR Totals			\$589,133.35		
Revenue			\$1,028,796.91	\$1,448,727.00	
Gross Profit			\$1,028,796.91	\$1,448,727.00	
Expenses					
BGWLC Grant					
5315	BGWLC Full Time		18,248.13		0.00%
5671	Cell Phone Stipend		150.00		0.00%
5610	Health Insurance		5,628.78		0.00%
5620	HRA VEBA		1,500.00		0.00%
5600	Payroll Taxes		1,534.36		0.00%
5605	PERS		6,065.98		0.00%
BGWLC Grant Totals			\$33,127.25		
HRSA Grant					
5645	Other Personnel Services		6,941.40		0.00%
HRSA Grant Totals			\$6,941.40		
Lane County Health & Human Services					
7101	Administrative & Bank Fees		15.00		0.00%
7420	Business Consulting		8,502.00	90,000.00	9.45%
5671	Cell Phone Stipend		0.00	4,350.00	0.00%
7104	Conference & Travel		187.00		0.00%

Statement of Revenue and Expenditures

Account Number		Current Period Jul 2024 Jun 2025 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
6005	Fuel	97.58	3,000.00	3.25%
5610	Health Insurance	112.31	23,974.00	0.47%
7205	IT Services	119.72		0.00%
6111	Misc Training	721.04	12,000.00	6.01%
7900	Other Expenses	0.00	600.00	0.00%
5600	Payroll Taxes	3,508.26	33,633.00	10.43%
5605	PERS	3,953.56	60,684.00	6.51%
6602	Pre-Employment Testing	128.00		0.00%
7200	Technology/Computers	0.00	48,217.00	0.00%
7202	Telephones & Cell Phones	128.92	5,700.00	2.26%
7110	Travel Expenses	0.00	9,500.00	0.00%
6905	Uniforms	0.00	2,000.00	0.00%
5310	WLCR Full Time Staff	0.00	42,031.00	0.00%
5300	WLCR Manager Wages	11,266.66	84,972.00	13.26%
5325	WLCR Workers - Hourly	10,905.50	64,237.00	16.98%
5330	WLCR Workers - Shifts	27,825.00	136,875.00	20.33%
Lane County Health & Human Services Totals		\$67,470.55	\$621,773.00	
PeaceHealth Foundation				
8200	Equipment	710.00		0.00%
7115	Supplies	6,634.07		0.00%
PeaceHealth Foundation Totals		\$7,344.07		
S-232				
6005	Fuel	44.46		0.00%
S-232 Totals		\$44.46		
SAMHSA Grant				
7420	Business Consulting	8,772.26		0.00%
5671	Cell Phone Stipend	525.00		0.00%
7104	Conference & Travel	3,999.42		0.00%
8200	Equipment	3,927.88		0.00%
5610	Health Insurance	25,646.52		0.00%
7205	IT Services	83.00		0.00%
5645	Other Personnel Services	48,536.80		0.00%
5600	Payroll Taxes	14,145.84		0.00%
5605	PERS	30,561.72		0.00%
5320	SAMHSA Full Time	62,913.41		0.00%
7115	Supplies	4,133.34		0.00%
7200	Technology/Computers	2,860.71		0.00%
7202	Telephones & Cell Phones	541.77		0.00%
7104	Training & Conferences	9,373.19		0.00%
5310	WLCR Full Time Staff	4,636.68		0.00%
5325	WLCR Workers - Hourly	19,726.33		0.00%
SAMHSA Grant Totals		\$240,383.87		
U-641 U111				
6005	Fuel	22.61		0.00%
U-641 U111 Totals		\$22.61		
Unallocated				
7420	Business Consulting	1,202.00		0.00%
5671	Cell Phone Stipend	0.00	5,700.00	0.00%
7104	Conference & Travel	49.66		0.00%
5670	Health & Wellness	0.00	186.00	0.00%
5610	Health Insurance	0.00	104,680.00	0.00%
5620	HRA VEBA	0.00	9,000.00	0.00%

Statement of Revenue and Expenditures

		Current Period Jul 2024 Jun 2025 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Account Number				
5600	Payroll Taxes	0.00	50,548.00	0.00%
5605	PERS	0.00	103,237.00	0.00%
5310	WLCR Full Time Staff	0.00	236,030.00	0.00%
5300	WLCR Manager Wages	0.00	84,972.00	0.00%
5325	WLCR Workers - Hourly	0.00	64,237.00	0.00%
5330	WLCR Workers - Shifts	0.00	136,875.00	0.00%
Unallocated Totals		\$1,251.66	\$795,465.00	
WLCR				
5671	Cell Phone Stipend	1,825.00		0.00%
6005	Fuel	368.81		0.00%
7600	Grant Expense	1,025.00		0.00%
5610	Health Insurance	534.75		0.00%
6111	Misc Training	4,400.01		0.00%
7900	Other Expenses	123.98		0.00%
5645	Other Personnel Services	23,208.00		0.00%
5600	Payroll Taxes	12,066.45		0.00%
5605	PERS	24,619.34		0.00%
7115	Supplies	811.05		0.00%
7200	Technology/Computers	18,525.86		0.00%
7202	Telephones & Cell Phones	644.42		0.00%
7104	Training & Conferences	3,037.64		0.00%
6107	Training Equip & Supplies	4,979.65		0.00%
7110	Travel Expenses	845.94		0.00%
6905	Uniforms	1,833.75		0.00%
5310	WLCR Full Time Staff	20,761.73		0.00%
5300	WLCR Manager Wages	50,483.31		0.00%
5325	WLCR Workers - Hourly	28,541.44		0.00%
5330	WLCR Workers - Shifts	103,087.50		0.00%
WLCR Totals		\$301,723.63		
Expenses		\$658,309.50	\$1,417,238.00	
Revenue Less Expenditures		\$370,487.41	\$31,489.00	
Net Change in Fund Balance		\$370,487.41	\$31,489.00	
Fund Balances				
Beginning Fund Balance		0.00		0.00%
Net Change in Fund Balance		370,487.41	31,489.00	0.00%
Ending Fund Balance		20,939.65		0.00%

General Fund, WLCR Fund
Bank Register
5/1/2025 to 6/30/2025

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
1001 Checking 5400							
General Fund							
		Beginning Balance			0.00	0.00	1,019,830.63
5/1/2025	ACH	PERS			0.00	280.63	1,019,550.00
5/2/2025	Taxes JE	Taxes JE			3,508.19	0.00	1,023,058.19
5/2/2025	ACH	PAYROLL JE			38,714.04	0.00	1,061,772.23
5/2/2025	CL IAP 05-02-	CL IAP JE			0.00	0.00	1,061,772.23
5/2/2025	CL05-02-2025	CL JE			0.00	346,231.58	715,540.65
5/4/2025	ACH	VALIC			0.00	525.00	715,015.65
5/4/2025	ACH	Oregon Savings Growth			0.00	3,379.58	711,636.07
5/4/2025	ACH	VOYA			0.00	5,816.00	705,820.07
5/6/2025	ACH	IAFF Local 851			0.00	99.50	705,720.57
5/6/2025	ACH	U.S. Bank Credit Card			0.00	19,957.21	685,763.36
5/6/2025	ACH	IAFF Local 851			0.00	3,287.25	682,476.11
5/8/2025	12278	CARSON (CECO)			0.00	2,309.52	680,166.59
5/8/2025	12302	WHA Insurance Agency			0.00	1,723.00	678,443.59
5/8/2025	12301	Westcoast Media Group,			0.00	200.00	678,243.59
5/8/2025	12300	Vend West Services Inc			0.00	225.89	678,017.70
5/8/2025	12299	Systems Design			0.00	7,121.86	670,895.84
5/8/2025	12298	Special Districts Insurance			0.00	67,209.48	603,686.36
5/8/2025	12297	South Coast Water			0.00	103.06	603,583.30
5/8/2025	12296	Siuslaw Valley Firefighter			0.00	36.00	603,547.30
5/8/2025	12295	Shervin's Automotive, Inc.			0.00	79.00	603,468.30
5/8/2025	12294	Phil's Saw Shop			0.00	35.00	603,433.30
5/8/2025	12293	OFDDA-LOSAP TRUST			0.00	125.00	603,308.30
5/8/2025	12292	Liz Iabichello			0.00	33.10	603,275.20
5/8/2025	12291	Karl Storz Endoscopy-			0.00	495.81	602,779.39
5/8/2025	12290	Jennifer Graham			0.00	625.00	602,154.39
5/8/2025	12289	Hope Iversen			0.00	900.61	601,253.78
5/8/2025	12288	Henry Schein, Inc.			0.00	3,128.75	598,125.03
5/8/2025	12287	Davison Auto Parts			0.00	51.26	598,073.77
5/8/2025	12286	Dade DuVall			0.00	253.00	597,820.77
5/8/2025	12285	Joseph G Mirvis			0.00	60.50	597,760.27
5/8/2025	12284	CTX-Xerox			0.00	1,392.87	596,367.40
5/8/2025	12283	Cruise Master Prisms, Inc			0.00	580.00	595,787.40
5/8/2025	12282	Country Media, Inc.			0.00	49.82	595,737.58
5/8/2025	12281	Coastal Paper & Supply			0.00	384.36	595,353.22

General Fund, WLCR Fund
Bank Register
5/1/2025 to 6/30/2025

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
5/8/2025	12280	Christoffer Poulsen			0.00	2,000.00	593,353.22
5/8/2025	12279	Christine Guerra			0.00	26.00	593,327.22
5/8/2025	12277	Best For Hearing			0.00	1,200.00	592,127.22
5/8/2025	12276	Airgas USA LLC			0.00	1,207.28	590,919.94
5/9/2025	ACH	ADP Payroll Services			0.00	754.80	590,165.14
5/9/2025	000005	Multiple Income			902.00	0.00	591,067.14
5/22/2025	12337	CARSON (CECO)			0.00	2,245.22	588,821.92
5/22/2025	12338	bio-MED			0.00	32.00	588,789.92
5/22/2025	12336	Zoll Medical Corporation			0.00	3,574.85	585,215.07
5/22/2025	12335	Vend West Services Inc			0.00	110.50	585,104.57
5/22/2025	12334	University of Utah - AirMed			0.00	9,450.00	575,654.57
5/22/2025	12333	TNT Sales & Repair Inc			0.00	1,974.77	573,679.80
5/22/2025	12332	The Sportsman			0.00	598.00	573,081.80
5/22/2025	12331	The Shippin' Shack			0.00	6.85	573,074.95
5/22/2025	12329	Sign Stop			0.00	285.00	572,789.95
5/22/2025	12327	RICOH			0.00	165.78	572,624.17
5/22/2025	12326	Professional Sales and			0.00	330.00	572,294.17
5/22/2025	12325	Phil's Saw Shop			0.00	99.50	572,194.67
5/22/2025	12324	Pest Tech			0.00	180.00	572,014.67
5/22/2025	12323	Local Government Law			0.00	627.00	571,387.67
5/22/2025	12322	Lighthouse Electrical			0.00	4,157.71	567,229.96
5/22/2025	12321	Les Schwab Warehouse			0.00	1,749.56	565,480.40
5/22/2025	12320	Justin Mack			0.00	55.00	565,425.40
5/22/2025	12319	Joseph G Mirvis			0.00	355.00	565,070.40
5/22/2025	12318	Hughes Fire Equipment, Inc			0.00	386.16	564,684.24
5/22/2025	12317	Henry Schein, Inc.			0.00	5,087.10	559,597.14
5/22/2025	12316	Davison Auto Parts			0.00	130.06	559,467.08
5/22/2025	12315	Coastal Fitness Inc			0.00	1,080.00	558,387.08
5/22/2025	12313	Benton County Public			0.00	9,870.59	548,516.49
5/22/2025	12312	Bales Appliance			0.00	260.00	548,256.49
5/22/2025	12311	AmeriGas			0.00	498.36	547,758.13
5/23/2025	Rewards Chk	U.S. Bank Credit Card			1,011.49	0.00	548,769.62
5/27/2025	EFT	PERS			0.00	85,021.55	463,748.07
5/28/2025	12344	Lane Fire Authority			0.00	5,328.00	458,420.07
5/28/2025	12348	Stepup IT Services LLC			0.00	9,090.14	449,329.93
5/28/2025	12351	U.S. Bank Equipment			0.00	191.00	449,138.93
5/28/2025	12350	Systems Design			0.00	5,006.11	444,132.82
5/28/2025	12349	Stericycle, Inc (Shred-It)			0.00	874.07	443,258.75

General Fund, WLCR Fund
Bank Register
5/1/2025 to 6/30/2025

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
5/28/2025	12347	Phil's Saw Shop			0.00	109.50	443,149.25
5/28/2025	12346	PacificSource			0.00	455.00	442,694.25
5/28/2025	12345	Overhead Door of the			0.00	928.00	441,766.25
5/28/2025	12343	Florence True Value			0.00	259.96	441,506.29
5/28/2025	12342	Dalton Englund			0.00	85.00	441,421.29
5/28/2025	12341	Coastal Paper & Supply			0.00	1,136.93	440,284.36
5/30/2025					24.53	0.00	440,308.89
5/30/2025	ACH	Oregon Pacific Bank			300,000.00	0.00	740,308.89
6/2/2025	000011	Multiple Income	6/2/2025	000002	445.00	0.00	740,753.89
6/2/2025	000010	Wendy Sullivan	6/2/2025	000002	112.75	0.00	740,866.64
6/2/2025	000009	Trish Lutgen	6/2/2025	000002	150.00	0.00	741,016.64
6/2/2025	000008	Ronnie Pearson	6/2/2025	000002	288.00	0.00	741,304.64
6/4/2025	06042025	PAYROLL JE			35,010.26	0.00	776,314.90
6/4/2025	Taxes PR 06-04	Taxes JE			3,173.89	0.00	779,488.79
6/4/2025	ACH	VOYA			0.00	5,816.00	773,672.79
6/4/2025	12366	Standard Insurance			0.00	3,994.63	769,678.16
6/4/2025	CL 06-04-25	CL JE			0.00	364,971.45	404,706.71
6/4/2025	12359	CARSON (CECO)			0.00	2,889.12	401,817.59
6/4/2025	12362	Les Schwab Warehouse			0.00	4,366.89	397,450.70
6/4/2025	12354	AFLAC			0.00	781.49	396,669.21
6/4/2025	12367	Thomas Supple			0.00	306.00	396,363.21
6/4/2025	12365	Phil's Saw Shop			0.00	22.50	396,340.71
6/4/2025	12364	Pest Tech			0.00	180.00	396,160.71
6/4/2025	12363	OFDDA-LOSAP TRUST			0.00	125.00	396,035.71
6/4/2025	12361	Florence True Value			0.00	23.94	396,011.77
6/4/2025	12360	Country Media, Inc.			0.00	24.91	395,986.86
6/4/2025	12358	Caroline Coleman			0.00	681.09	395,305.77
6/4/2025	12357	Benjamin Taylor			0.00	660.41	394,645.36
6/4/2025	12356	AmeriGas			0.00	146.76	394,498.60
6/4/2025	12355	Airgas USA LLC			0.00	966.92	393,531.68
6/5/2025	ACH	VALIC			0.00	525.00	393,006.68
6/5/2025	ACH	IAFF Local 851			0.00	3,287.25	389,719.43
6/5/2025	ACH	IAFF Local 851			0.00	99.50	389,619.93
6/5/2025	ACH	Oregon Savings Growth			0.00	3,379.58	386,240.35
6/6/2025	ACH	U.S. Bank Credit Card			0.00	27,621.30	358,619.05
6/9/2025	Reimbursement	Special Districts Insurance	6/9/2025	000003	3,600.00	0.00	362,219.05
6/9/2025	000012	Lalor Michael	6/9/2025	000003	263.53	0.00	362,482.58
6/12/2025	ACH	PERS			0.00	283.89	362,198.69

General Fund, WLCR Fund
Bank Register
5/1/2025 to 6/30/2025

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
6/12/2025	12390	Zoll Medical Corporation			0.00	1,485.33	360,713.36
6/12/2025	12389	Westcoast Media Group,			0.00	300.00	360,413.36
6/12/2025	12388	Vend West Services Inc			0.00	332.14	360,081.22
6/12/2025	12386	Stepup IT Services LLC			0.00	4,458.64	355,622.58
6/12/2025	12385	Standard Insurance			0.00	4,212.07	351,410.51
6/12/2025	12384	Special Districts Insurance			0.00	66,702.72	284,707.79
6/12/2025	12383	South Coast Water			0.00	51.14	284,656.65
6/12/2025	12382	Siuslaw Valley Firefighter			0.00	36.00	284,620.65
6/12/2025	12381	Shervin's Automotive, Inc.			0.00	425.00	284,195.65
6/12/2025	12380	RICOH			0.00	17.53	284,178.12
6/12/2025	12379	Pest Tech			0.00	90.00	284,088.12
6/12/2025	12378	Jennifer Graham			0.00	300.00	283,788.12
6/12/2025	12377	Hughes Fire Equipment, Inc			0.00	2,556.99	281,231.13
6/12/2025	12376	Henry Schein, Inc.			0.00	1,622.91	279,608.22
6/12/2025	12375	Florence True Value			0.00	3.99	279,604.23
6/12/2025	12374	Davison Auto Parts			0.00	57.19	279,547.04
6/12/2025	12373	CTX-Xerox			0.00	1,392.87	278,154.17
6/12/2025	12372	CSA Software Solutions			0.00	15,444.00	262,710.17
6/12/2025	12371	Coastal Paper & Supply			0.00	480.36	262,229.81
6/12/2025	12370	Coast Broadcasting			0.00	1,000.00	261,229.81
6/12/2025	12369	Christoffer Poulsen			0.00	2,000.00	259,229.81
6/12/2025	12368	Airgas USA LLC			0.00	483.55	258,746.26
6/12/2025	12353	Air Medical Experts, LLC			0.00	3,964.00	254,782.26
6/13/2025	ACH	ADP Payroll Services			0.00	726.60	254,055.66
6/18/2025	000018	Multiple Income	6/18/2025	000007	705.00	0.00	254,760.66
6/18/2025	12396	Oregon Health Authority			0.00	3,154.63	251,606.03
6/26/2025	SAMHSA 6-26-	US Dept of Health &			7,575.35	0.00	259,181.38
6/26/2025	12417	Cindy Gentry			0.00	20.48	259,160.90
6/26/2025	12416	Vend West Services Inc			0.00	130.96	259,029.94
6/26/2025	12415	Trevor Smith			0.00	1,650.00	257,379.94
6/26/2025	12414	TJM Promos, Inc			0.00	493.00	256,886.94
6/26/2025	12413	Systems Design			0.00	6,655.91	250,231.03
6/26/2025	12412	Shervin's Automotive, Inc.			0.00	3,430.00	246,801.03
6/26/2025	12411	Rob Chance			0.00	5,057.75	241,743.28
6/26/2025	12410	Pest Tech			0.00	285.00	241,458.28
6/26/2025	12409	PacificSource			0.00	455.00	241,003.28
6/26/2025	12408	L.N. Curtis and Sons			0.00	25,906.22	215,097.06
6/26/2025	12407	Jennifer Graham			0.00	1,600.00	213,497.06

General Fund, WLCR Fund
Bank Register
5/1/2025 to 6/30/2025

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
6/26/2025	12406	Henry Schein, Inc.			0.00	7,326.95	206,170.11
6/26/2025	12405	Florence True Value			0.00	754.98	205,415.13
6/26/2025	12404	Dustin Pearson			0.00	75.00	205,340.13
6/26/2025	12403	Davison Auto Parts			0.00	90.45	205,249.68
6/26/2025	12402	Coastal Paper & Supply			0.00	126.49	205,123.19
6/26/2025	12401	Coastal Fitness Inc			0.00	1,080.00	204,043.19
6/26/2025	12400	CARSON (CECO)			0.00	2,442.98	201,600.21
6/26/2025	12399	Angie's Alterations			0.00	36.00	201,564.21
6/26/2025	12398	Airgas USA LLC			0.00	425.84	201,138.37
6/26/2025	12397	Air Medical Experts, LLC			0.00	1,982.00	199,156.37
6/27/2025	000019	Darrek Mullins	6/30/2025	000008	288.00	0.00	199,444.37
6/27/2025	ACH	Oregon Pacific Bank			650,000.00	0.00	849,444.37
6/27/2025	ACH	PERS			0.00	89,790.14	759,654.23
6/30/2025					18.47	0.00	759,672.70
6/30/2025	000021	MacKenzie Jeffcott	6/30/2025	000008	288.00	0.00	759,960.70
6/30/2025	LifeScan	Ali Gharib	6/30/2025	000008	288.00	0.00	760,248.70
6/30/2025	000020	Multiple Income	6/30/2025	000008	45.00	0.00	760,293.70
General Fund Totals					\$1,046,411.50	\$1,305,948.43	\$760,293.70

WLCR Fund

5/2/2025	Taxes JE	Taxes JE			0.00	3,508.19	(3,508.19)
5/2/2025	ACH	PAYROLL JE			0.00	38,714.04	(42,222.23)
5/7/2025	12309	RELIAS, LLC			0.00	4,972.68	(47,194.91)
5/8/2025	12307	Qualifacts Systems LLC			0.00	1,202.00	(48,396.91)
5/8/2025	12278	CARSON (CECO)			0.00	78.54	(48,475.45)
5/8/2025	12308	Sign Stop			0.00	1,338.00	(49,813.45)
5/8/2025	12306	Montana G Trotta			0.00	1,100.00	(50,913.45)
5/8/2025	12305	Karen Wilhite			0.00	1,050.00	(51,963.45)
5/8/2025	12304	Johnston Motor Company			0.00	241.98	(52,205.43)
5/8/2025	12298	Special Districts Insurance			0.00	2,489.71	(54,695.14)
5/22/2025	12314	Cindy Gentry			0.00	17.08	(54,712.22)
5/22/2025	12337	CARSON (CECO)			0.00	19.04	(54,731.26)
5/22/2025	12340	Qualifacts Systems LLC			0.00	1,500.00	(56,231.26)
5/22/2025	12339	Les Schwab Warehouse			0.00	1,622.84	(57,854.10)
5/22/2025	12338	bio-MED			0.00	128.00	(57,982.10)
5/22/2025	12328	Shervin's Automotive, Inc.			0.00	710.00	(58,692.10)
5/27/2025	EFT	PERS			0.00	7,029.15	(65,721.25)
5/28/2025	12352	Frontline Crisis Academy			0.00	8,772.26	(74,493.51)
5/28/2025	12348	Stepup IT Services LLC			0.00	101.36	(74,594.87)

General Fund, WLCR Fund
Bank Register
5/1/2025 to 6/30/2025

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
6/2/2025	000007	Lane County Health &			67,121.72	0.00	(7,473.15)
6/4/2025	06042025	PAYROLL JE			0.00	35,010.26	(42,483.41)
6/4/2025	Taxes PR 06-04	Taxes JE			0.00	3,173.89	(45,657.30)
6/12/2025	12394	Qualifacts Systems LLC			0.00	1,202.00	(46,859.30)
6/12/2025	12392	Melissa House			0.00	332.40	(47,191.70)
6/12/2025	12391	Karen Wilhite			0.00	1,050.00	(48,241.70)
6/12/2025	12393	Montana G Trotta			0.00	1,100.00	(49,341.70)
6/12/2025	12386	Stepup IT Services LLC			0.00	101.36	(49,443.06)
6/12/2025	12384	Special Districts Insurance			0.00	2,790.50	(52,233.56)
6/16/2025	12395	Melissa Scambler			0.00	635.87	(52,869.43)
6/17/2025	57772WLCR	Lane County Health &	6/17/2025	000004	37,340.01	0.00	(15,529.42)
6/26/2025	SAMHSA 6-26-	US Dept of Health &			83,983.84	0.00	68,454.42
6/26/2025	12417	Cindy Gentry			0.00	872.94	67,581.48
6/26/2025	12418	Qualifacts Systems LLC			0.00	1,500.00	66,081.48
6/26/2025	12400	CARSON (CECO)			0.00	67.07	66,014.41
6/27/2025	ACH	PERS			0.00	7,220.22	58,794.19
WLCR Fund Totals					\$188,445.57	\$129,651.38	\$58,794.19
1001 Checking 5400 Totals					\$1,234,857.07	\$1,435,599.81	\$819,087.89

1010 LGIP 6553

General Fund

		Beginning Balance	0.00	0.00	1,407,668.32
5/30/2025			5,814.49	0.00	1,413,482.81
5/30/2025			0.00	0.10	1,413,482.71
5/30/2025	ACH	Oregon Pacific Bank	0.00	300,000.00	1,113,482.71
5/30/2025	May PR, June	Siuslaw Valley Fire and	442,000.00	0.00	1,555,482.71
5/30/2025	May PR, June	Western Lane Ambulance	591,000.00	0.00	2,146,482.71
6/27/2025	ACH	Oregon Pacific Bank	0.00	650,000.00	1,496,482.71
6/30/2025			8,438.00	0.00	1,504,920.71
6/30/2025			0.00	0.05	1,504,920.66
6/30/2025	June PR/ July	Western Lane Ambulance	591,000.00	0.00	2,095,920.66
6/30/2025	June PR, July	Siuslaw Valley Fire and	442,000.00	0.00	2,537,920.66
General Fund Totals			\$2,080,252.49	\$950,000.15	\$2,537,920.66
1010 LGIP 6553 Totals			\$2,080,252.49	\$950,000.15	\$2,537,920.66

General Fund, WLCR Fund
Bank Register
5/1/2025 to 6/30/2025

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
1060 WLFEA - WLCR 2199							
WLCR Fund							
6/6/2025	000022	PaySpan - Centene			0.10	0.00	0.10
6/18/2025	000017	Trillium Community Health	6/18/2025	000005	0.01	0.00	0.11
6/18/2025	000016	Pacific Source Community	6/18/2025	000005	0.05	0.00	0.16
6/18/2025	000013	Pacific Source Community	6/18/2025	000005	0.12	0.00	0.28
6/18/2025	000014	Pacific Source Community	6/18/2025	000005	0.04	0.00	0.32
6/18/2025	000015	Pacific Source Community	6/18/2025	000005	0.04	0.00	0.36
6/30/2025					0.00	15.00	(14.64)
WLCR Fund Totals					\$0.36	\$15.00	(\$14.64)
1060 WLFEA - WLCR 2199 Totals					\$0.36	\$15.00	(\$14.64)
Report Totals					\$3,315,109.92	\$2,385,614.96	\$3,356,993.91
Records included in total = 219							

Report Options

Trans Date: 5/1/2025 to 6/30/2025

Display Notation: No

Emergency Vehicle Operator Training

600.1 PURPOSE AND SCOPE

The purpose of this policy is to enhance the safety of members and the public by ensuring that all Western Lane Fire and EMS Authority members who operate emergency vehicles, firefighting apparatus and/or ambulances as part of their duties receive appropriate training (OAR 437-002-0182(25)).

600.1.1 DEFINITIONS

Definitions related to this policy include:

Ambulance - Any privately or publicly owned motor vehicle, aircraft or watercraft that is regularly provided or offered for the emergency transportation of persons who are ill or injured or who have disabilities (OAR 333-255-0000).

Emergency vehicle - A vehicle that is operated by the Authority and is equipped with lights and sirens, as required by ORS 820.350 and ORS 820.370. Emergency vehicles designed for firefighting purposes may also be known as apparatus (ORS 801.260).

Firefighting apparatus - A mobile piece of firefighting equipment such as pumper or water tender (OAR 437-002-0182(3)). This includes pumpers, ladder trucks and aerial devices, tiller trucks, wildland firefighting, aircraft rescue firefighting (ARFF) and mobile water supply (water tender) units.

Task performance evaluation - Document used to report a member's ability to perform tasks of a certification level, in a controlled environment, while being evaluated. This is also known as a task book (OAR 259-009-0005).

Tiller operator - The driver of the rear free-axle portion of a ladder truck.

600.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority that all members who operate firefighting apparatus, including tiller operators, shall successfully complete driver training that meets or exceeds the requirements of the National Fire Protection Association (NFPA) 1002, 2009 edition.

Training should include written, oral and practical evaluations to demonstrate proficiency. The Training Coordinator shall annually audit and update operator training materials to ensure compliance with local, state and federal requirements.

600.3 PROCEDURES

All members who operate firefighting apparatus shall have certification and training validating competent operational and driving skills for the specific apparatus type, consistent with OAR 259-009-0062.

Emergency Vehicle Operator Training

All members who operate ambulances shall successfully complete driver training that meets or exceeds the National Safety Council for Emergency Vehicle Operators Course (EVOC 3) or the NFPA Fire and Emergency Services Vehicle Operations Training standards prior to independently operating an ambulance (OAR 333-250-0270).

Emergency vehicle operators shall demonstrate proficiency through completion of a task performance evaluation or a task book approved by the Authority for the specific type of emergency vehicle being operated.

600.4 RESPONSIBILITIES

It shall be the responsibility of the Training Coordinators to ensure that any member required to drive emergency vehicles and/or ambulances as part of his/her normal duties has received all training required for competent, safe operation of the vehicle. The Training Coordinators shall coordinate with the authority member appointed to monitor member driver license status to ensure members have a valid Oregon Class C Driver License, in accordance with the Driver License Requirements Policy.

The Training Coordinators shall verify the completed training by signing the task performance evaluation (or task book) and maintaining proof of the training in the records management system.

CPR and Automated External Defibrillator (AED) Training

601.1 PURPOSE AND SCOPE

The purpose of this policy is to establish the training requirements for members to maintain the current and valid certificate that is required to perform CPR and to utilize an automated external defibrillator (AED).

601.1.1 DEFINITIONS

Definitions related to this policy include:

Automated External Defibrillator (AED) - An external defibrillator capable of cardiac rhythm analysis and that will charge, with or without further operator action, and deliver a shock after electronically detecting and assessing ventricular fibrillation or rapid ventricular tachycardia.

Qualified instructor - An individual who is qualified by the American Heart Association (AHA) or the equivalent agency to teach AED/CPR to the AHA's level of Basic Life Support for health care providers.

601.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority that all members whose duties include the use of an AED or the performance of CPR shall receive initial and recertification training to maintain the current and valid certificate that is required in order to utilize such equipment and/or skills. Initial training and recertification will consist of AHA-approved courses or equivalent courses and will be provided by qualified instructors at the health care provider level.

601.3 REQUIREMENTS

CPR and AED training should comply with the most current AHA guidelines including, but not limited to, the following topics and skills:

- Proper use, maintenance and periodic inspection of the AED.
- The importance of CPR, defibrillation, Advanced Life Support (ALS), adequate airway care and internal emergency response system, if applicable.
- Assessment of an unconscious patient to include evaluation of the airway, breathing and circulation to determine cardiac arrest.
- The administration of CPR, obstructed airway and other health care provider CPR curriculum skills.
- Information relating to AED safety precautions to enable the administration of a shock, without jeopardizing the safety of the patient, rescuers or other nearby persons.
- Recognition that an electrical shock has been delivered to the patient and that the defibrillator is no longer charged.
- Rapid, accurate assessment of the patient's post-shock status.

CPR and Automated External Defibrillator (AED) Training

- The appropriate continuation of care following a successful defibrillation.

In order to be authorized to perform CPR and utilize the defibrillator, an individual shall pass an AHA written and skills examination with a pre-established standard. The skills test shall meet the most current AHA guidelines.

All CPR and AED training provided by the Authority shall be approved and monitored by the AHA or equivalent agency, which shall also approve any written and skills examinations required for course completion. All instructors shall be currently certified by the AHA or equivalent agency.

601.4 TRAINING RECORDS

The Training Coordinators shall be responsible for maintaining records of all CPR and AED training provided to members in accordance with the Oregon Health Authority's regulations and AHA or equivalent requirements. Records should include, but are not limited to:

- (a) The dates of the training sessions.
- (b) A list of the topics or a summary of the content of the training sessions.
- (c) The names or other identifiers and job titles of the members who received the training.
- (d) The names, certificate numbers and qualifications of the person conducting the training.

The Training Coordinators should maintain the training records in accordance with established records retention schedules.

601.5 REPORTING

The Operations Chief shall be responsible for collecting and reporting AED data to the Oregon Health Authority or the authority supervising physician. It will be necessary to establish procedures for the collection, maintenance and evaluation of AED data.

Communicable Disease Training Program

602.1 PURPOSE AND SCOPE

The purpose of this policy is to establish a training program to ensure members have the skills and knowledge to protect themselves against communicable diseases.

602.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority to make members' health and safety a priority by providing initial and recurring communicable disease training.

602.3 TRAINING REQUIREMENTS

The Health and Safety Officer, working with the Training Coordinators, shall be responsible for:

- (a) Developing and implementing a training program on the Communicable Disease Policy and an Exposure Control Plan.
- (b) Remaining current on all legal requirements concerning communicable disease training mandates and reasonable training goals.
- (c) Maintaining an up-to-date list of personnel requiring training.
- (d) Maintaining class rosters and quizzes, and periodically reviewing and updating the training program.
- (e) Ensuring that the training mandates set forth in 29 CFR 1910.1030 and OAR 437-002-0360 are included in the training program and are met by all members.

602.4 MEMBER TRAINING

Any member whose duties place him/her at risk for exposure to communicable disease shall receive authority-provided, no-cost training during working hours (29 CFR 1910.1030; OAR 437-002-0360).

602.5 TRAINING RECORDS

The Training Coordinators shall be responsible for maintaining records of all communicable disease training provided to members. Records should include, but are not limited to, the following:

- (a) The dates of the training sessions.
- (b) A list of the topics or a summary of the content of the training sessions.
- (c) The name or other identifier and job title of the members who received the training.
- (d) The names, certificate numbers and qualifications of persons conducting the training.

The Training Coordinators should maintain the training records in accordance with established records retention schedules.

Hazard Communication Program Training

603.1 PURPOSE AND SCOPE

The purpose of this policy is to establish the required training regarding the authority's hazard communication program. This policy identifies who must receive training, training content requirements, when additional or supplemental training is required and what record keeping is necessary to comply with federal regulations and state law (OAR 437-002-0360; 29 CFR 1910.1200).

603.1.1 DEFINITIONS

Definitions related to this policy include (29 CFR 1910.1200):

Hazardous chemical - Any chemical which is classified as a physical hazard or a health hazard, a simple asphyxiant, combustible dust, pyrophoric gas or a hazard not otherwise classified.

Health hazard - Any chemical which is classified as posing one of the following hazardous effects: acute toxicity (any route of exposure); skin corrosion or irritation; serious eye damage or eye irritation; respiratory or skin sensitization; germ cell mutagenicity; carcinogenicity; reproductive toxicity; specific target organ toxicity (single or repeated exposure); or aspiration hazard.

603.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority, in accordance with the Hazard Communication Program Policy, to provide members with effective information and training on health hazards and hazardous chemicals in their work area at the time of their initial assignment and whenever a new hazard is introduced (29 CFR 1910.1200).

603.3 TRAINING REQUIREMENTS

The initial hazard communication program training shall include, but is not limited to, the following topics:

- (a) Members shall be informed of any operations in their work area where hazardous chemicals are present.
- (b) Members shall be informed of the location and availability of the written hazard communication program, including lists of hazardous chemicals and Safety Data Sheets (SDS) as required by the state.
- (c) Members shall be trained in the methods and observations that may be used to detect the presence or release of hazardous chemicals in the work area.
- (d) Members shall be trained in the physical and health hazards of the chemicals in the work area and the measures they can take to protect themselves, including specific procedures the Authority has implemented to protect them from exposure to hazardous chemicals. These include appropriate work practices, emergency procedures and personal protective equipment (PPE).

Hazard Communication Program Training

- (e) Members shall be provided with an explanation of the labeling system and the SDS, and how they can obtain and use the appropriate hazard information.

603.4 TRAINING RECORDS

The Training Coordinators shall be responsible for maintaining records of all hazard communications program training provided to members. Records should include, but are not limited to, the following:

- (a) The dates of the training sessions.
- (b) A list of the topics or a summary of the content of the training sessions.
- (c) The name or other identifier and job title of the members who received the training.
- (d) The names, certificate numbers and qualifications of persons conducting the training.

The Training Coordinators should maintain the training records in accordance with established records retention schedules.

Hazardous Materials (HAZMAT) Training

604.1 PURPOSE AND SCOPE

The purpose of this policy is to establish training that will meet state requirements regarding the Western Lane Fire and EMS Authority Hazardous Materials (HAZMAT) response program. This policy identifies the level of training members must receive, when additional or supplemental training is required, and the training records required to comply with Oregon law (OAR 437-002-0100; 29 CFR 1910.120).

604.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority that any member whose duties include a role in the HAZMAT response program shall receive training at the level in which they are expected to operate in a HAZMAT environment or at an incident involving hazardous materials.

604.3 TRAINING REQUIREMENTS

HAZMAT training shall be based on the duties and functions to be performed by each member. This includes training specific to the incident commander, awareness or operations level, and HAZMAT technician or specialist (29 CFR 1910.120(q)(6)).

Competencies required for all new members shall be conveyed to them through training before participating on an incident. Any member who participates or is expected to participate in an emergency response involving HAZMAT shall objectively demonstrate competency in the following areas.

604.3.1 FIRST RESPONDER AWARENESS

First responder awareness level training shall be provided to all individuals who are likely to witness or discover a hazardous substance release and who have been trained to initiate an emergency response sequence by notifying the proper authorities of the release. A member with this level of training should demonstrate competency in the understanding and recognition of a hazardous substance release (29 CFR 1910.120(q)(6)(i)).

604.3.2 HAZMAT FIRST RESPONDER OPERATIONS (FRO)

First responder operations (FRO) level training shall be provided for individuals who respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release. A member with this level of training is trained to respond in a defensive fashion without actually trying to stop the release. This member's function is to contain the release from a safe distance, keep it from spreading, and prevent exposures (29 CFR 1910.120(q)(6)(ii)).

604.3.3 HAZMAT TECHNICIAN

HAZMAT technician level training shall be provided to all individuals who respond to releases or potential releases of hazardous substances for the purpose of stopping the release. A member with this level of training would assume a more aggressive role by approaching the point

Hazardous Materials (HAZMAT) Training

of release in order to plug, patch, or otherwise stop the release of a hazardous substance (29 CFR 1910.120(q)(6)(iii)).

604.3.4 HAZMAT SPECIALIST

HAZMAT specialist level training shall be provided to all individuals who respond with, and provide support to, HAZMAT technicians. A member with this level of training has a more direct or specific knowledge of the various hazardous substances requiring containment. A HAZMAT specialist may also act as a site liaison to government authorities regarding site activities (29 CFR 1910.120(q)(6)(iv)).

604.3.5 HAZMAT INCIDENT COMMANDER

HAZMAT incident commander level training shall be provided to all individuals who could be responsible for all decisions relating to the management of a HAZMAT incident (29 CFR 1910.120(q)(6)(v)).

604.3.6 HAZMAT EMERGENCY RESPONSE PLAN

An emergency response plan shall be developed and implemented to address pre-emergency planning and coordination with additional responders prior to the commencement of emergency response operations. The plan will identify members' roles, lines of authority, and communications for all members. The plan shall be in writing and available for inspection and copying by employees, their representatives, and Oregon Occupational Safety and Health Administration (OR-OSHA) personnel.

604.3.7 HAZMAT ANNUAL REFRESHER TRAINING

Members who receive an initial level of training in accordance with this policy shall receive annual refresher training of sufficient and necessary content and duration to maintain their competencies, or shall demonstrate competency in those areas at least yearly (29 CFR 1910.120(q)(8)).

604.4 BASELINE PHYSICAL FOR HAZMAT TEAM MEMBERS

Members of an organized, designated HAZMAT team and HAZMAT specialists shall receive a baseline physical examination. OR-OSHA requires that medical examinations and consultations be made available to members of HAZMAT teams within prescribed time periods. All members of a designated HAZMAT team shall receive medical examinations and consultations on the following schedules:

- (a) Prior to assignment
- (b) At least once every 12 months
- (c) At termination of employment or reassignment to duties not covered by this policy
- (d) As soon as possible upon notification that the employee has developed signs or symptoms indicating possible overexposure to hazardous substances or health hazards

Hazardous Materials (HAZMAT) Training

- (e) As soon as possible upon notification that the employee has been injured or exposed above the permissible exposure limits or published exposure levels in an emergency situation

The frequency of a member's examinations may be increased if the examining physician determines that it is medically necessary. Medical examinations should include medical and work history. Emphasis should be placed on any symptoms related to the handling of, or exposure to, hazardous substances or health hazards. Medical examinations should address fitness for duty, especially as it pertains to wearing personal protective equipment under conditions that may be encountered on-duty. The content of medical examinations should be made available to the member as determined by the attending physician.

604.4.1 HAZMAT MEDICAL SURVEILLANCE

Members of an organized and designated HAZMAT team, and HAZMAT specialists shall receive a baseline physical examination and be provided with medical surveillance (29 CFR 1910.120(q)(9)).

Any emergency response member who exhibits signs or symptoms which may have resulted from exposure to hazardous substances during the course of an emergency incident, either immediately or subsequently, shall be provided with medical consultation (29 CFR 1910.120(q)(9)).

Accurate records of the medical surveillance required by this policy shall be retained for the duration of the member's employment plus 30 years. This record shall contain at a minimum the following information (OAR 437-002-0360; 29 CFR 1910.1020):

- (a) The name of the member.
- (b) The physician's written opinions, recommended limitations, and results of examinations and tests.
- (c) Any member medical complaints related to exposure to hazardous substances.
- (d) A copy of the information given to the examining physician by the Authority, with the exception of authority policies and OSHA standards.

604.5 TRAINING RECORDS

The Training Coordinator shall be responsible for maintaining records of all HAZMAT training provided to members. Records should include but are not limited to:

- (a) Dates of the training sessions.
- (b) A list of the topics or a summary of the content of the training sessions.
 - 1. Specific content required by regulation covered
 - 2. Manufacturer's recommendations (as applicable)
 - 3. Manufacturer's operations/service/maintenance manuals (as applicable)
- (c) The names or other identifier and job title of all members who received the training.
- (d) The names, certificate numbers, and qualifications of persons conducting the training.

Hazardous Materials (HAZMAT) Training

- (e) Demonstration that learning took place (e.g., evaluation, quiz, test).

The Training Coordinator should maintain the training records in accordance with established records retention schedules.

Occupational Noise Exposure and Hearing Conservation Program Training

605.1 PURPOSE AND SCOPE

The purpose of this policy is to establish and maintain occupational noise exposure and hearing conservation training for members exposed to noise above levels predetermined by Oregon law (OAR 437-002-0080; 29 CFR 1910.95).

605.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority to promote member health and safety by establishing a hearing conservation program and requiring annual member participation. The hearing conservation program shall include parameters for permissible noise exposure limits, monitoring guidelines, audiometric testing procedures, hearing protection equipment and training, and documentation of the authority's efforts (29 CFR 1910.95).

605.3 RESPONSIBILITIES

The following procedures shall comprise the hearing conservation program for the Western Lane Fire and EMS Authority. The Training Coordinators shall be responsible for ensuring that the appropriate members are enrolled in the training. Company Officers shall be responsible for ensuring that members attend scheduled testing and training.

605.3.1 NOISE EXPOSURE LIMITS

The Western Lane Fire and EMS Authority shall ensure that each member is provided with protection against the effects of noise exposure any time the sound levels exceed those shown in 29 CFR 1910.95, App. A.

605.3.2 HEARING PROTECTORS

If control measures fail to reduce sound levels to an acceptable level for the amount of exposure, the Authority shall provide personal protective equipment to all members subject to the noise exposure and require that it be used. Members shall have the opportunity to select hearing protectors from a variety provided by the Authority (29 CFR 1910.95, App. B).

The Authority shall ensure proper initial fit and correct use of hearing protectors and shall provide training in the use and care of the equipment.

605.3.3 HEARING PROTECTOR ATTENUATION

The Western Lane Fire and EMS Authority shall evaluate hearing protector attenuation for the specific noise environments in which the protector will be used. Evaluation methods shall be consistent with those described in 29 CFR 1910.95, App. B. The Authority will provide more effective hearing protectors where necessary.

Occupational Noise Exposure and Hearing Conservation Program Training

605.3.4 MONITORING

The Western Lane Fire and EMS Authority shall monitor noise levels in the workplace by either area monitoring or personal monitoring that is representative of a member's exposure, to enable the proper selection of hearing protectors (29 CFR 1910.95, App. G).

605.3.5 AUDIOMETRIC TESTING PROGRAM

The Western Lane Fire and EMS Authority shall provide audiometric testing and evaluation to all members who are exposed to noise levels in excess of those permissible pursuant to 29 CFR 1910.95, App. C and App. D. The Authority shall provide baseline audiometric testing (preceded by at least 14 hours without exposure to workplace noise) within six months of the first noise exposure, and annually thereafter.

Each member's annual audiogram shall be compared to that member's baseline audiogram to determine if the audiogram is valid and if a standard threshold shift has occurred.

All audiometric testing shall be conducted by properly trained audiometric professionals in compliance with state testing requirements.

605.4 TESTING AND TRAINING RECORDS

The Training Coordinators shall be responsible for maintaining records of all hearing conservation program training and audiometric testing provided to members. Records should include, but are not limited to, the following:

- (a) The dates of the training sessions.
- (b) A list of topics or a summary of the content of the training sessions.
- (c) The name or other identifier and job title of the members who received the training.
- (d) The names, certificate numbers and qualifications of persons conducting the training.
- (e) Copies of baseline and annual audiometric testing and evaluation document.

The Training Coordinators shall maintain the testing and training records in accordance with 29 CFR 1910.95(m) and established records retention schedules.

**INTERGOVERNMENTAL AGREEMENT
BETWEEN WESTERN LANE AMBULANCE DISTRICT AND SWISSHOME
DEADWOOD RURAL FIRE PROTECTION DISTRICT**

This INTERGOVERNMENTAL AGREEMENT ("Agreement") is made and entered between WESTERN LANE AMBULANCE DISTRICT, a political subdivision of the State of Oregon, acting by and through its elected officials, hereinafter referred to as "WLAD", and SWISSHOME DEADWOOD RURAL FIRE PROTECTION DISTRICT, acting by and through its elected officials, hereinafter referred to as "SHDW." WLAD and SHDW may be jointly referred to herein as the "Parties" or individually as a "Party."

RECITALS

1. WHEREAS, ORS 190.010 authorizes units of local government to enter into intergovernmental agreements for the performance of any or all functions and activities that a party to the agreement has the authority to perform; and
2. WHEREAS, SHDW requested financial support for their Quick Response Team Program (QRT); and
3. WHEREAS, a trained and equipped SHDW QRT would be beneficial to WLAD patients within the SHDW response area;

AGREEMENT

NOW, THEREFORE, the premises being in general as stated in the foregoing recitals and in consideration of the terms, conditions and covenants set forth below, the parties agree as follows:

Article 1 WLAD OBLIGATIONS

1. WLAD shall distribute funds within thirty days of receipt of the required requests including backup documentation for actual incurred expenses from SHDW in support of their QRT
2. Review all monthly reports and reimbursement requests promptly and request any further clarifying documentation or information from SHDW to verify and approve reports and requests.
3. Notify SHDW of EMS training opportunities which may be of benefit to SHDW QRT members.
4. Provide medical oversight through the WLFEA Medical Director.

Article 2 SHDW OBLIGATIONS

1. SHDW may request reimbursement from WLAD for up to five thousand dollars (\$5,000) on an annual basis.

2. SHDW shall submit a report with all reimbursement request for WLAD funds. This report and all other reports shall include copies of all receipts, invoices, payroll reports, or other relevant backup for all expenditures that SHDW is asking to be reimbursed for. All reports and documentation are to be submitted by email to the Western Lane Fire and EMS Authority Finance Manager, Trish Lutgen, trish@wlfea.org .
3. SHDW shall submit monthly reports and reimbursement requests on or before the 15th day of each month following the initial report for the previous month's actually incurred expenditures that are to be reimbursed by WLAD (for example: September 15th's report contains August 1st through August 31st expenditures).
4. SHDW shall submit a list of QRT members to WLAD and will notify WLAD on a monthly basis of any changes to the list.
5. SHDW shall promptly provide any documentation requested by WLAD in relation to the QRT Support Program.
6. The SHDW QRT shall respond to fifty per cent (50%) or more of EMS incidents within their response area as measured monthly.
7. SHDW shall be in compliance with the Health Insurance Portability and Accountability Act (HIPAA) if the work performed under this Agreement is covered by HIPAA.
8. SHDW shall ensure that all members of the SHDW QRT maintain EMR or higher certification.

Article 3 GENERAL PROVISIONS

1. LAWS OF OREGON

The parties shall comply with all applicable laws and regulations regarding the handling and expenditure of public funds. This Agreement shall be construed and enforced in accordance with the laws of the State of Oregon.

2. DEFAULT

Time is of the essence in the performance of the Agreement. Either party shall be deemed to be in default if it fails to comply with any provisions of this Agreement. The non-defaulting party shall provide the other party with written notice of default and allow thirty (30) days within which to cure the defect.

3. INDEMNIFICATION

This Agreement is for the benefit of the parties only. SHDW agrees to indemnify and hold harmless WLAD, and its elected officials, directors, officers, employees, and agents, from and against all claims, demands and causes of actions and suits of any kind or nature for personal injury, death or damage to property on account of or arising out of services performed, the omissions of services or

in any way resulting from the negligent or wrongful acts or omissions of the indemnifying party and its officers, employees and agents. To the extent applicable, the above indemnification is subject to and shall not exceed the limits of liability of the Oregon Tort Claims Act (ORS 30.260 through 30.300). SHDW shall give WLAD immediate written notice of any action or suit filed or any claim made against WLAD that may result in litigation in any way related to this Agreement. WLAD retains the right, in its discretion, to defend any action with Counsel of this choosing.

4. INSURANCE

SHDW shall maintain insurance levels or self-insurance in accordance with ORS 30.282, for the duration of this Agreement at levels necessary to protect against public body liability as specified in ORS 30.269 through 30.274.

5. MODIFICATION OF AGREEMENT

No waiver, consent, modification or change of terms of this Agreement shall be binding unless in writing and signed by both Parties. The Parties agree that this Agreement may require modification as additional guidance becomes available.

6. DISBURSEMENTS REMAIN SUBJECT TO RECOVERY

All disbursements and payments under this Agreement, remain subject to recovery from SHDW in accordance with the following:

- a. Notice of Underexpenditure, Overexpenditure, or Misexpenditure.
If WLAD finds there has been an underexpenditure, overexpenditure or misexpenditure of moneys disbursed under this Agreement, WLAD shall provide SHDW with written notice thereof, with a detailed spreadsheet providing supporting data of an underexpenditure, overexpenditure or misexpenditure, and WLAD and SHDW shall engage in the process described in the Recovery of Underexpenditure, Overexpenditure or Misexpenditure section below.
- b. Recovery of Underexpenditure, Overexpenditure or Misexpenditure.
 - i. SHDW's Response. SHDW shall have 90 calendar days from the effective date of the notice of underexpenditure, overexpenditure or misexpenditure or from the date of receipt of the notice, whichever is later, to pay WLAD in full or notify WLAD that it wishes to engage in the appeals process set forth in the Appeals Process section below. If SHDW fails to respond within that 90 calendar-day time period, SHDW shall promptly pay the noticed underexpenditure, overexpenditure or misexpenditure.
 - ii. Appeals Process. Upon receipt of the final notice, if SHDW notifies WLAD that it wishes to engage in the Appeals Process, SHDW and WLAD shall engage in non-binding discussions to give the SHDW an opportunity to present reasons why it believes that there was no underexpenditure, overexpenditure or misexpenditure, or that the amount of the underexpenditure, overexpenditure or misexpenditure was different than the amount identified by WLAD, and to give WLAD the opportunity to reconsider its notice. SHDW and WLAD may negotiate an appropriate apportionment of responsibility for the repayment of an underexpenditure, overexpenditure or misexpenditure. At SHDW request, WLAD will meet and negotiate with SHDW in good faith concerning appropriate apportionment of responsibility for repayment of an underexpenditure,

overexpenditure or misexpenditure. In determining an appropriate apportionment of responsibility, SHDW and WLAD may consider any relevant factors. An example of a relevant factor is the extent to which either party contributed to an interpretation of a statute, regulation or rule prior to the expenditure that was officially reinterpreted after the expenditure. If WLAD and SHDW reach agreement on the amount owed to WLAD, SHDW shall promptly repay that amount to WLAD by issuing payment to WLAD. If WLAD and SHDW are unable to agree to whether there has been an underexpenditure, overexpenditure or misexpenditure or as to the amount owed, the parties may agree to consider further appropriate dispute resolution processes, including mediation and arbitration.

7. DISPUTE RESOLUTION

The Parties shall attempt to informally resolve any dispute concerning any Party's performance or decisions under this Agreement, or regarding the terms, conditions or meaning of this Agreement. A neutral third party may be used if the parties agree to facilitate these negotiations. In the event of an impasse in the resolution of any dispute, the issue shall be submitted to the governing bodies of both parties for a recommendation or resolution.

8. REMEDIES

Subject to the provisions in paragraph 3.6 and 3.7, any Party may institute legal action to cure, correct or remedy any default, to enforce any covenant or agreement herein, or to enjoin any threatened or attempted violation of this Agreement.

9. EXCUSED PERFORMANCE

In addition to the specific provisions of this Agreement, performance by any party shall not be in default where delay or default is due to war, insurrection, strikes, walkouts, riots, floods, drought, earthquakes, fires, casualties, acts of GOD, governmental restrictions imposed on or mandated by governmental entities other than the parties, enactment of conflicting state or federal laws or regulations, new or supplementary environmental regulation, litigation or similar bases for excused performance that are not within the reasonable control to the party to be excused.

10. SEVERABILITY

If any one or more of the provisions contained in this Agreement is invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions of the Agreement will not be affected or impaired in any way.

11. INTEGRATION

This Agreement is the entire agreement of the parties on its subject and supersedes any prior discussions or agreements regarding the same subject.

Article 5 **TERM OF AGREEMENT and SURVIVAL**

1. This Agreement becomes effective on the last date signed below and shall terminate on June 30th, 2026, unless extended by mutual written consent of the Parties.

DATED this _____ day of _____, 2025.

**Swisshome Deadwood RFPD:
Board of Directors**

, Board President

, Secretary/Treasurer

**Western Lane Ambulance District
Board of Directors**

, Board President

, Secretary/Treasurer

Heat Illness Prevention Training

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish and maintain a training program that complies with Western Lane Fire and EMS Authority policy for the prevention of heat illness in members who are exposed to high-heat conditions. This policy identifies which members must receive training, the required curriculum, supervisory training and responsibilities, and training record documentation.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Acclimatization - The temporary adaptation of the body to work in the heat. Acclimatization peaks in most people within four to 14 days of working at least two hours per day in the heat.

Heat-related illness - A serious medical condition resulting from the body's inability to cope with a particular heat load and includes, but is not limited to, heat cramps, heat exhaustion, heat syncope (temporary loss of consciousness usually related to insufficient blood flow to the brain) and heat stroke.

606.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority to promote member health and safety by establishing a heat illness prevention training program and requiring member participation. In addition to the safety precautions described in the Heat Illness Prevention Program Policy, the Authority shall ensure that effective training is provided to members before the member begins work that should reasonably be anticipated to result in heat illness.

606.3 TRAINING REQUIREMENTS

Training should be provided to all members whose duties may include exposure to high-heat conditions and shall include:

- (a) The environmental and personal risk factors for heat illness.
- (b) The authority's procedures for complying with the Heat Illness Prevention Program Policy for the prevention of heat illness.
- (c) The importance of hydration, including frequent consumption of small quantities of water and electrolyte replacement fluid, up to four cups per hour, when the work environment is hot and members are likely to be sweating more than usual in the performance of their duties.
- (d) The importance of acclimatization.
- (e) The different types of heat illness and the common signs and symptoms of heat illness.
- (f) The importance of members immediately reporting to a supervisor, directly or through others, symptoms or signs of heat illness in themselves or in coworkers.

Heat Illness Prevention Training

- (g) The authority's procedures for responding to symptoms of possible heat illness, including how emergency medical services (EMS) will be provided if necessary.
- (h) The authority's procedures for contacting EMS and, if necessary, for transporting members to a place where they can be reached by an EMS provider.
- (i) The authority's procedures for ensuring that, in the event of an emergency, clear and precise directions to the work site can and will be provided to other emergency responders.

606.4 SUPERVISOR TRAINING REQUIREMENTS AND RESPONSIBILITIES

Supervisors should be provided additional training on the following topics prior to supervising members who will be working in the heat:

- (a) The procedures to follow to implement the applicable provisions in this policy.
- (b) The procedures to follow when a member exhibits symptoms consistent with possible heat illness, including emergency response procedures.
- (c) The procedures for moving or transporting a member to a rendezvous location accessible to an EMS provider, if necessary.

606.5 TRAINING RECORDS

The Training Coordinators shall be responsible for maintaining records of all heat illness prevention training provided to members. Records should include, but are not limited to, the following:

- (a) The dates of the training sessions.
- (b) A list of the topics or a summary of the content of the training sessions.
- (c) The names or other identifier and job title of all members who received the training.
- (d) The names, certificate numbers and qualifications of persons conducting the training.

The Training Coordinators should maintain the training records in accordance with established records retention schedules.

Health Insurance Portability and Accountability Act (HIPAA) Training

607.1 PURPOSE AND SCOPE

The purpose of this policy is to ensure all members receive proper training in recognizing and handling protected health information (PHI), as set forth in the Health Insurance Portability and Accountability Act (HIPAA) and its implementing regulations (42 USC § 201; 45 CFR 164.530).

607.1.1 DEFINITIONS

Definitions related to this policy include (45 CFR 160.103):

Health information - Information, whether oral or recorded in any form or medium, that is created or received by a health care provider, health plan or employer and relates to a person's past, present or future physical or mental health or condition, or past, present or future payment for the provision of health care.

Individually identifiable health information - Health information, including demographic information, created or received by a covered entity or employer that relates an individual's past, present or future physical or mental health or condition, the provision of health care to an individual, or the past, present or future payment for the provision of health care to an individual, that can either identify the individual or provide a reasonable basis to believe the information can be used to identify the individual.

Protected health information (PHI) - Individually identifiable health information that is created or received by a covered entity or employer. Information is protected whether it is in writing, in an electronic medium or communicated orally.

607.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority to provide HIPAA privacy training to all members as necessary and appropriate for their duties, and to apply appropriate sanctions against members who violate the privacy policies and procedures (45 CFR 164.530(b); 45 CFR 164.530(e)).

It is also the policy of the Authority that no member shall be retaliated or discriminated against for filing a complaint about violations of HIPAA regulations (45 CFR 164.530(g)).

607.3 TRAINING REQUIREMENTS

To ensure confidentiality and compliance with the HIPAA regulations, the Authority shall provide training to all members likely to have access to PHI. The training shall be completed for all newly hired members prior to being allowed access to PHI. Training for all current members shall also occur any time material changes are made to the authority's privacy policies and procedures.

Health Insurance Portability and Accountability Act (HIPAA) Training

The Training Coordinators shall be responsible for establishing a periodic schedule for retraining and a method of ensuring that all members acknowledge receipt of all HIPAA training (45 CFR 164.530(b)).

Training should include a review of the:

- (a) Authority's statutory obligations imposed by HIPAA.
- (b) Patient Medical Record Security and Privacy Policy, including a thorough treatment of the security procedures the Authority uses to protect written and electronic health information.
- (c) Methods and procedures to be used during the collection of PHI.
- (d) HIPAA-imposed statutory limitations on the dissemination of PHI to the family members of patients.
- (e) Proper procedures when responding to media requests for information regarding incidents at which the Authority provided medical services.
- (f) Procedures for the secure destruction of written instruments containing PHI, including handwritten field notes, Pre-Hospital Care Reports or other documents containing PHI.
- (g) Approved method for transferring PHI to receiving hospitals or other receiving medical facilities.
- (h) Photography and Electronic Imaging Policy as it pertains to PHI.
- (i) Authority's procedures for protecting employee health information.

607.4 TRAINING RECORDS

The Training Division shall be responsible for maintaining the records of all HIPAA-related training for all members for six years (45 CFR 164.530(j)).

National Incident Management System (NIMS) Training

608.1 PURPOSE AND SCOPE

The purpose of this policy is to establish the training requirements for members to successfully operate under the Incident Command System (ICS) and the National Incident Management System (NIMS).

608.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority to utilize NIMS/ICS in order to effectively manage personnel and resources when responding to a wide range of emergency incidents. All Western Lane Fire and EMS Authority members whose job duties may include a role in emergency management or incident response shall be appropriately trained to the NIMS standards to improve all-hazards capabilities nationwide.

608.3 PROCEDURE

All authority personnel with job duties that include a direct role in emergency management or incident response must complete the Federal Emergency Management Agency (FEMA) NIMS IS-700 course.

Additional training is available on an as-needed basis, depending on the regional role of the Authority or the role of a member within the Authority as follows:

- (a) Entry Level:
 - 1. FEMA IS-700: NIMS, An Introduction
 - 2. ICS-100: Introduction to ICS or equivalent
- (b) First Line, Single Resource, Field Supervisors:
 - 1. IS-700, ICS-100, and ICS-200: Basic ICS or its equivalent
- (c) Middle Management: Strike Team Leaders, Division Supervisors, Emergency Operations Center Staff:
 - 1. IS-700, IS-800: National Response Framework, an Introduction; ICS-100, ICS-200, and ICS-300: Intermediate ICS for Expanding Incidents
- (d) Command and General Staff, Area Emergency and EOC Managers:
 - 1. IS-700, IS-800, ICS-100, ICS-200, ICS-300, and ICS-400: Advanced ICS

Refresher training will be offered on a regular basis to ensure that NIMS/ICS knowledge and skills are maintained, especially for personnel who are not regularly involved in complex multijurisdictional incidents nationwide (i.e., incidents that require responders to hold credentials under the National Emergency Responder Credentialing System).

National Incident Management System (NIMS) Training

608.4 TRAINING RECORDS

The Training Coordinator shall be responsible for maintaining records of all NIMS training provided to members. Records should include but are not limited to:

- (a) The dates of the training sessions.
- (b) A list of the topics or a summary of the content of the training sessions.
- (c) The names or other identifiers and job titles of the members who received the training.
- (d) The names, certificate numbers, and qualifications of persons conducting the training.

The Training Coordinator should maintain the training records in accordance with established records retention schedules.

Repetitive Motion Injuries and Ergonomics Training

609.1 PURPOSE AND SCOPE

The purpose of this policy is to minimize the occurrence of work-related repetitive motion injuries (RMIs) through work site evaluation, control of exposures, and training of members whose assigned duties have a risk of RMIs.

609.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority that members should be provided initial training any time their assigned duties have a risk of RMIs, as duties change, and when members encounter new exposures to the risk of RMIs.

The Authority should correct any exposure that has caused an RMI in a timely manner. If the exposure cannot be corrected, the Authority shall take steps to minimize member exposure to the degree feasible, considering engineering controls such as workstation redesign, adjustable fixtures, and tool redesign and administrative controls such as job rotation, work pacing, and work breaks.

609.3 TRAINING GUIDELINES

- (a) Members should be provided training that includes but is not limited to an explanation of:
 - 1. The authority's program to minimize RMIs.
 - 2. The exposures that have been associated with RMIs.
 - 3. The symptoms and consequences of injuries caused by repetitive motion.
 - 4. The importance of reporting symptoms and injuries to the Authority.
 - 5. Methods used by the Authority to minimize RMIs.
- (b) Refresher training should be provided on an annual basis.
- (c) Members should receive RMI prevention training prior to performing duties that are known to be associated with the following circumstances:
 - 1. Work-related causation - RMIs have been predominantly caused (e.g., 50 percent or more) by a repetitive job, process, or operation.
 - 2. Relationship between RMIs and the workplace - Members incurring RMIs were performing a job, process, or operation of identical work activity. Identical work activity means that the members were performing the same repetitive motion task (e.g., word processing, assembly, loading).
 - 3. The RMIs were musculoskeletal injuries that a licensed physician objectively identified and diagnosed.
 - 4. The RMIs were reported by members to the Authority in the previous 12 months.

Repetitive Motion Injuries and Ergonomics Training

609.4 ADDITIONAL TRAINING AND INFORMATION

Additional training and information should be provided to members:

- (a) When the work site evaluation is updated.
- (b) When exposure control measures are updated.
- (c) When the Authority becomes aware of new work-related exposures associated with RMIs.

609.5 TRAINING RECORDS

The Training Coordinator shall be responsible for maintaining records of all RMI prevention training provided to members. Records should include but are not limited to:

- (a) The dates of the training sessions.
- (b) A list of the topics or a summary of the content of the training sessions.
- (c) The names or other identifiers and job titles of the members who received the training.
- (d) The names, certificate numbers, and qualifications of the persons conducting the training.

The Training Coordinator should maintain the training records in accordance with established records retention schedules.

Respiratory Protection Training

610.1 PURPOSE AND SCOPE

The purpose of this policy is to protect the health of members through the appropriate training on the use of respirators to avoid breathing air that is contaminated with harmful dusts, fogs, fumes, mists, gases, smokes, sprays and vapors.

This policy identifies which members must receive respiratory protection training, the minimum training curriculum and the requirements for recurrent training (OAR 437-002-0120; 29 CFR 1910.134(k)).

610.1.1 DEFINITIONS

Definitions related to this policy include:

Respirator or respiratory protection - Personal protective equipment (PPE) designed to protect the wearer from airborne contaminants, oxygen deficiency or both.

610.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority to protect the health of members by providing respiratory protection training (OAR 437-002-0120; 29 CFR 1910.134(k)).

610.3 TRAINING REQUIREMENTS

610.3.1 IDENTIFICATION OF MEMBERS TO BE TRAINED

The Authority shall provide effective respiratory protection training to all members who are required or expected to utilize respirators.

Members shall be trained, based on their duties, if they do any of the following:

- (a) Use respirators
- (b) Supervise respirator users
- (c) Issue, repair or adjust respirators

610.3.2 MANNER OF TRAINING

The Authority will present effective training using qualified instructors. Training may be provided using audio-visuals, slide presentations, formal classroom discussion, informal discussions during safety meetings, training programs conducted by outside sources or a combination of these methods.

Instructors should be available to provide responses to questions, evaluate the participants' understanding of the material and provide other instructional interaction.

Respirators used in training shall be cleaned and disinfected after each use (29 CFR 1910.134).

610.3.3 FREQUENCY OF TRAINING

The Authority will provide respiratory protection training (29 CFR 1910.134(k)):

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- (a) Initially, before worksite respirator use begins.
- (b) Periodically but within 12 months of the previous training.
- (c) Additionally, when the following occurs:
 - 1. The member has not retained knowledge or skills.
 - 2. Changes in the worksite or type of respirator make previous training incomplete or obsolete.

After completing initial training, each member should practice, at least quarterly, for each type and manufacturer of respiratory equipment available for use, the step-by-step procedure for donning the respirator and checking it for proper function.

610.3.4 CONTENTS OF TRAINING

Members shall receive training for each type and manufacturer of respiratory equipment that is available for their use, the step-by-step procedure for donning the respirator and checking it for proper function. Required training should include (OAR 437-002-0134):

- (a) When respirator protection is necessary.
- (b) What respiratory protection is necessary.
- (c) How to properly don, doff, adjust and wear respiratory protection.
- (d) The limitations of the respiratory protection.
- (e) The proper care, maintenance, useful life and disposal of respiratory protection.
- (f) Hands-on practice in the operation of the respiratory protection equipment (OAR 437-002-0182).

Members should be thoroughly trained in accordance with the manufacturer's instructions on emergency procedures, such as the use of regulator bypass valve, corrective action to take for facepiece and breathing tube damage, and breathing directly from the regulator (where applicable).

610.3.5 SUCCESSFUL COMPLETION

In order to successfully complete training, members must be able to demonstrate the following knowledge and skills, as required by their duties (OAR 437-002-0120; 29 CFR 1910.134(k)):

- (a) Why the respirator is necessary, including identifying respiratory hazards, such as hazardous chemicals, the extent of the members' exposure and potential health effects and symptoms.
- (b) The respirator's capabilities and limitations, including how the respirator provides protection and why air-purifying respirators cannot be used in oxygen-deficient conditions.
- (c) How improper fit, use or maintenance can compromise the respirator's effectiveness and reliability.
- (d) How to properly inspect, put on, seal check, use and remove the respirator.

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- (e) How to clean, disinfect, repair and store the respirator.
- (f) How to use the respirator effectively in emergency situations, including what to do when a respirator fails and where emergency respirators are stored.
- (g) Medical signs and symptoms that may limit or prevent the effective use of respirators (OAR 437-002-0134; OAR 437-002-0120; 29 CFR 1910.134(k)).

610.4 TRAINING RECORDS

The Training Coordinators shall be responsible for maintaining records of all respiratory protection training that is provided to members. At a minimum, the Authority shall document:

- (a) The dates of the training sessions.
- (b) A list of the topics or a summary of the content of the training sessions.
- (c) The names or other identifiers and job titles of the members who received the training.
- (d) The names, certificate numbers and qualifications of persons conducting the training.
- (e) Documentation of each member's demonstrated performance in meeting the standards detailed in this policy.

The Training Coordinators should maintain the training records in accordance with established records retention schedules.