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

October 23, 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.** 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.
- V. Consent Agenda

Meeting Minutes: Regular Meeting September 25, 2025 Staff Reports Correspondence

VI. Monthly Financials for SVFR, WLAD, WLFEA

- VII. Old Business
 - 1. Board Retreat Update
 - 2. Policies from September 25, 2025:
 - a) 700 Use of Authority-Owned and Personal Property
 - b) 701 Personal Communication Devices
 - c) 702 Vehicle Inspections, Testing, Repair and Maintenance
 - d) 703 Use of Authority Vehicles
 - e) 704 Information Technology Use

VIII. New Business

1. LifeMed: Life Flight Partnership

- 2. Policies for Review:
 - a) 705 Mobile Data Terminal Use
 - b) 706 Knox-Box Access
 - c) 707 Communications Operations
 - d) 708 Public Alerts
 - e) 709 Photography and Electronic Imaging

IX. <u>Director Comments</u>

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

- X. Future Business: Joint Board Meeting Thursday, November 20, 2025, at 6:00pm.
- XI. 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, September 25, 2025, 6:00 p.m.

The Zoom recording will be on the WLFEA Website.

SVFR & WLFEA BOARD MEMBERS PRESENT:

Director Jim Palisi, Director David Carrillo, Director Stephanie Restrepo, and Director Laurie Heppel (via Zoom)

Not Present: Director Keith Stanton (excused to attend Lane Council of Governments meeting)

WLAD & WLFEA BOARD MEMBERS PRESENT:

Director Mike Webb, Director Adam Holbrook, and Director Linda Stent (via Zoom)

Not Present: Director Vanessa Buss and Director Cindy Russell

STAFF PRESENT:

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

Chief Schick called the meeting to order at 6:02 p.m. The flag salute was completed, and a roll call established a quorum for SVFR, WLAD, and WLFEA.

<u>PRESENTATION:</u> Chief Schick presented a Certificate of Appreciation to Jessica Marchinski for her work on the First Arriving Application. This application provides a variety of communication functions for the WLFEA staff, which include weather updates, maps, news, who is on shift, and a space to share photos.

PRESENTATION: The Western Lane Crisis Response (WLCR) Manager, Melissa House, provided an update. She announced that the Florence City Council had recognized the team and had proclaimed September 14th - 20th as National Crisis Responder Week. WLCR currently has good staffing levels, and last month, they broke their response record with 89 calls. She explained that the dedicated Youth Advocate full-time position will no longer be grant-funded. WLCR will, however, continue to serve the youth in the community through its Client Advocate and part-time team members. Funding remains a concern for WLCR as it enters 2026. They eventually want to break away from Lane County. There is a Halloween-themed Spaghetti Dinner fundraiser planned for October 25, 2025, at the Elks Lodge. On October 5th, a free veteran documentary, *Here is Better*, will be playing at the Three Rivers Casino, and all events are open to the public. Finally, Melissa shared a success story of an incident her staff had responded to where a young child was safely reunited with his family. Director Webb inquired about WLCR's budget, and she said they had submitted a request to roll over any remaining grant funds into the next year. Chief Schick said WLCR had been setting the pace and setting the standard in the state for this program.

PRESENTATION: Chief Schick introduced Tiffany Brown, the Lane County Emergency Manager, who was invited to address the recent questions regarding emergency planning. Tiffany Brown has been in her current position for 18 months and has 15 years of experience working in Emergency Management. She explained the difference between Emergency Management and Emergency Response, and the four phases of Emergency Management: Preparedness, Mediation, Response, and Recovery. Director Palisi had several questions regarding challenges specific to the coast and was concerned about having a coastal needs assessment in place. He would like to have a pre-plan for the entire county. Brown said that in events like ice storms, resources would still need to be requested. Director Webb addressed concerns with Western Lane Emergency Operations Group (WLEOG) and upriver incidents that could isolate and cut them off, like mudslides. His biggest concern was having a clear path

forward and how WLFEA could be prepared. Brown also talked about their new campaign for National Preparedness Month. Lane County Emergency Management created "OK/HELP" signs for residents to place in their windows following a disaster. The idea is to help communicate the resident's status with first responders and the community, and thus potentially save lives. 15,000 signs have been printed and placed throughout Lane County. Director Restrepo asked if other languages, other than Spanish, were available, and Director Palisi suggested Braille as another option. Brown discussed the Mass Care System, how the Lane County Emergency Management and the Red Cross work together, and their roles during a disaster. She stressed building relationships and getting established agreements with partners, like with the city, and having communications that go both ways. She said H.A.M. radio was having a resurgence and was still relevant. Director Stent mentioned ODART (Oregon Disaster Airlift Response Team) and how they are vital to getting supplies to the coast during a disaster.

CONSENT AGENDA: Approved

Meeting Minutes: Regular Meeting August 28, 2025.

Staff Reports
Correspondence

REVIEW OF FINANCIALS – WLAD, SVFR, WLFEA:

Office Manager, Trish Lutgen, reported that WLFEA was two months into the new fiscal year. The Administration office is now fully staffed and is getting ready for its annual audit. SVFR already submitted their information to the auditors, and WLAD and WLFEA will be ready to go by Monday. There were 1,623 LifeMed applications for the FY 2025-26. There are still Board members who need to sign for signature cards. As individuals retire, PERS is making adjustments with either Western Lane Ambulance or Siuslaw Valley. Due to these changes and amounts coming out of accounts not budgeted, there needs to be a WLAD budget adjustment of \$1,000 from Operating Contingency to the PERS Pension, as described in WLAD Resolution # 2025-5 to Amend the FY 2025-26 Budget.

WLAD Director Webb made a motion to approve WLAD Resolution # 2025-5 to Amend the FY 2025-26 Budget. Second by Director Holbrook. A roll-call vote occurred, all were in favor, and the motion passed.

Chief Chance announced that we were awarded the Assistance to Firefighters Grant (AFG) for airpacks of \$500,000. He gave kudos to the SCBA committee and said they would also be able to upgrade head communications. He explained that the airpacks would be compatible with the current compressor, and delivery is expected in 90 days.

OLD BUSINESS:

1. WLAD: Close PERS UAL Account:

Office Manager, Trish Lutgen, updated the board on receiving the Employer Incentive Fund last month. PERS will not be offering this program for a while, and we would only qualify if there were extra funds. We would like to close the WLAD account and look at opening a future account under WLFEA.

WLAD Director Holbrook made a motion to close the WLAD PERS UAL account and transfer the funds to the Checking account. Seconded by Director Webb. A roll-call vote occurred, all were in favor, and the motion passed.

2. RFP: IT Services:

Office Manager, Trish Lutgen, explained that the IT selection committee selected VC3 as the new managed IT Services vendor. VC3 had a promotion in the prior month that they were extending to us, but we need to get the contract voted on and signed at tonight's meeting.

WLFEA Director Webb made a motion to accept the RFP and approve signing the contract with VC3 for managed IT Services as proposed. Second by Director Palisi. A roll-call vote occurred, all were in favor, and the motion passed.

3. Board Retreat Update:

Chief Schick reviewed the results from the Survey Monkey poll regarding the upcoming board retreat. The poll included locations, dates, times, and topic ideas. There was some discussion, and more details are to come.

4. Polices reviewed from the August 28, 2025, meeting:

- a) 611 Wildland Fire Shelter Deployment Training
- b) 612 Training Records
- c) 613 Emergency Action Plan and Fire Prevention Plan Training
- d) 614 Firefighter and Paramedic Health, Safety and Survival Training
- e) 615 Live-Fire Training

NEW BUSINESS:

1. Policies for Review:

- a) 700 Use of Authority-Owned and Personal Property
- b) 701 Personal Communication Devices
- c) 702 Vehicle Inspections, Testing, Repair and Maintenance
- d) 703 Use of Authority Vehicles
- e) 704 Information Technology Use

DIRECTOR COMMENTS:

The Directors thanked Tiffany Brown again for her Lane County Emergency Management presentation.

FUTURE BUSINESS:

The next regular Joint Board Meeting is scheduled for October 23, 2025, at 6:00 p.m.

The regular meeting adjourned at 7:25 p.m.

Respectfully submitted,

Holly Lais, Recording Secretary

Western Lane Fire and EMS Authority



Memorandum

To: WLFEA Board of Directors

From: Fire and EMS Chief Michael Schick

CC: Trish Lutgen, Dep. Chief Chance

RE: Chief's Board Report October 23, 2025

1) LifeScan physicals

LifeScan physicals have been completed. Admin and line personnel were run through a series of tests including a stress test, ultrasound evaluation of various organs, hearing and vision tests, fitness testing, chest x-rays, blood work, and a mental health assessment.

2) Board Retreat

The polling results are in and the Directors have decided on a November board retreat with Thursday, November 6th as our first choice. This could be a day long event or we could split it into two days with the second day being Saturday, November 8th.

3) Fire Prevention Month

October is Fire Prevention Month. We will be visiting several classes at Siuslaw Elementary School as well as some local preschools. A few classes will be coming to Station 1. The topic this year is battery safety. Certainly a timely topic considering the number of fires started by lithium ion batteries.

4) WLCR fund raising event on 10/25

WLCR will be hosting a bingo night at the Elks club with proceeds going to the WLCR Association, a non-profit arm of WLCR. The event wit lob on Saturday, October 25th starting at 5pm.

5) Matt House Retirement Open House on October 21st

We will be holding an Open House at Station 1 on Tuesday, October 21st starting at 3pm to celebrate the long and illustrious career of Chief House.

6) Auditors in town week of October 20th

Our auditors will be in town the week of October 20^{th} to review financial data from all three agencies.

7) Board Meeting in November

Typically we move our November and December Board Meetings up one week due to holidays. In November this would on the 20th. The Fire Chief will be out of town as well as at least three board members. Since we will be holding a board retreat earlier in the month we would like the board to consider canceling the regular November Board Meeting.

2



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 October 2025

Call Breakdown: September

Incident Type Category: 1 Fire	2
Incident Type Category: 3 Rescue and EMS Incident	407
Incident Type Category: 4 Hazardous Conditions (no fire)	1
Incident Type Category: 5 Service Call	2
Incident Type Cateogry: 6 Good Intent Call	20
Incident Type Category: 7 False Alarm	2
Incident Type Category: 9 Special Incident	1
Tot	al 435

WLFEA participated in the "Beat the Wave" event at the FEC on 10/11 where we promoted CPR training, Pulse Point, and educated on incident preparedness and defensible space.

The Lane County medical control board kicked off on 10/7 to discuss EMS protocols. WLFEA will be adding five more medication protocols along with our point of care ultrasound protocol.

The office of the Oregon State Fire Marshal held a statewide meeting at DPSST on 10/9 to review the closing fire season. Thirty five of the the thirty six counties were present and discussed successes and challenges with immediate response deployments, conflagrations, mobilization preferences, and open table. Our local fire defense board will have a follow up meeting with OSFM Assistant Chief Deputy on 11/7 in Coos Bay. The regular West Lane West Douglas Fire Defense Board meeting was held on 10/16 at Reedsport Fire Department.

Here are the quarterly ambulance service area response times:

MIH

Hello – Just the numbers this month: first by referral source then by visit/contact type. Last is numbers from 2024 when I was mostly out of the office. For reference, in 2023 there were 23 visits in September. Please ask if there are questions!

Years Visit date	2025 .T Sep .T	
		% of
	Number of Visits	
Hospital	9	30%
PCinHome	6	20%
EMS	4	13%
PCP	4	13%
НН	3	10%
WLCR	2	7%
ED	2	7%
Grand Total	30	100%

^{*}Lane Code Chapter 18.015 Definitions: Emergency Calls: 911 call placed in good faith where the caller believes a time sensitive medical emergency has occurred. The medical emergency is triaged through a State recognized Emergency Medical Dispatch (EMD) protocol to assign a response to the incident according to the criteria the ASA has in place regarding emergency driving protocol. Response time: The length of time between the notification of each provider and the arrival of each provider's emergency medical service unit(s) at the incident scene.

Years	2025	Ţ
Visit date	Sep	Ţ,

	Number of Visits
MIH	15
Phleb/Lab	6
Quick	2
Phone Call	7
Grand Total	30

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	Sep 🏋

Referral 🚚 🔻	/isits	Percent
ED	3	42.9%
Hospital	2	28.6%
PCP	1	14.3%
EMS	1	14.3%
Grand Total	7	100.0%

V/R,

Wendy Sullivan

Certified Community Paramedic

Mobile Integrated Healthcare (MIH) Paramedic

Western Lane Fire & EMS

Operations – Logistics

September

- New Type III Ambulance build started with anticipated completion of 4th Qtr. 2025
- OSFM Engine Program Advisory Committee quarterly meeting

Apparatus

- M-617: Service
- BR-654: Electrical and step repairs
- WT-634: Annual inspection, service, repairs, new tires
- M-612: Electrical troubleshooting
- E-621 Annual inspection, service, testing
- C-601: Recall repair
- WLCR-2: Knox sensor replaced
- M-613: Radiator replaced

Equipment

• SCBA meeting for grant purchase

Facilities

- Station 1 lower conference room LED light upgrade
- Station 2 washer repair

Report submitted by: Andy Gray Division Chief

Western Lane Crisis Response



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

October 2025 Western Lane Crisis Response (WLCR) Manager's Board Report Prepared by Melissa House, QMHA-I

General STATS for the month of September

Total of **76** calls of those **25** were phone contacts

Average amount of time spent per call: 1.5 hours

WLCR prevented 45 individuals from being arrested or seen in the hospital

4 individuals were taken to Peace Harbor Hospital

The Justice Department requested WLCR 3 times, and the Hospital requested WLCR 7 times/Clinic 0

- 21 Mental Health calls
- 2 Suicidal Ideations
- 6 Homelessness
- O Family Disputes
- 8 Welfare Checks
- 5 Acute Trauma/Sudden Death
- 8 Drug/Alcohol
- **0** Structure Fire
- 4 Cancelled Enroute
- 15 Needing Resources
- 7 Other calls
- 2 Youth
- **7** Veteran
- 39 Medicaid

Program Update:

Staffing levels are holding with 3 full-time and 7 part-time team members.

Our ad is currently running at City Lights Cinema during the movie previews.

On Monday, September 22nd, some of our team members attended the grand opening of the Siuslaw Outreach Center with SOS. We want to give a big shout-out to Bob and his team for the amazing job they've done. They've created an incredible space for community members and partners to come together. This project has been a long time in the making, and we're excited to see the positive impact it will have in our hometown.

Reminder: Regarding our Youth Client Advocate position—while we no longer have a dedicated staff member in this role, our team continues to serve and case-manage youth and families

who need support.

Referrals should be directed to Cindy and Melissa. Cindy has taken on the existing open cases to ensure clients continue receiving the support they need.

If you have any questions or concerns, please don't hesitate to reach out to Melissa or Cindy.

Lane County:

Lane County is currently working on finalizing our budget amendment that will cover October, November, and December.

LCBH sent an update on the CCO situation with Pacific Sources. Here is what was shared:

- Notice Received: OHA received notice that Pacific Source made a business decision to not renew its current contract as a CCO in Lane County in 2026. However, there is a process for ensuring CCO coverage for Lane County next year and we will be working through those steps in the coming months.
- Continued coverage: As part of the current contract, Pacific Source is required to provide services during the process of locating another network provider.

 There are no immediate changes to benefits for providers, community members or OHP members.
- **Member Focused**: OHA will work collaboratively to identify solutions that meet the goals and specifics outlined in CCO contracts to best serve OHP members and mitigate member disruption.

SAMHSA: September 30th marked the end of Year Two of our four-year SAMHSA grant, with Year Three beginning on October 1st. As originally written, Year Three includes the smallest funding allocation. However, this should not impact our current operations, as we have integrated the Outreach and Youth Client Advocate roles into the responsibilities of our three full-time team members and a couple of our part-time team members.

Western Lane Crisis Association:

SAVE THE DATE! Western Lane Crisis Association is partnering with the Elks and the Elks Share Shop to host a bingo night with a Spaghetti dinner on October 25th from 4-7pm. This will be a family event at the end of October so dress up for a Halloween themed event. We are looking for support in the form of gift or prize basket sponsorships.

Client Advocate Update:

Adult:

• Clients needed follow-up: 43

Phone Contacts: 70In-Person Contacts: 13Cases Closed: 22

Suicidal clients: 8

 Needing higher level of care: 3 − 2 are successfully engaged with outside help and doing well.

Clients needed extended outreach: 3

Brief Success Stories:

1. Justice Department Referral: A client presented with acute hallucinations and expressed fear for his safety. WLCR and CA provided active listening and encouraged him to seek medical evaluation. The client agreed to go to the emergency department, where he received immediate care. Thirty days later, the client reported maintaining sobriety and expressed appreciation to WLCR and CA for their support during a critical period.

2. Referral from MIH

A 92-year-old client, who is deaf, was experiencing difficulty managing essential tasks such as telephone communication, scheduling appointments, paying bills, and obtaining needed services. Through five in-person CA visits, multiple WLCR calls, and coordination with external agencies, the following outcomes were achieved:

- Restored telephone service with closed captioning capability.
- Scheduled in-home health appointments.
- Arranged veterinary care for the client's pet.
- Secured utility assistance through SOS/LIHEAP.
- Coordinated delivery of prescription medications by mail.
- Arranged for vehicle repairs to support client independence.
- This collaborative effort resulted in improved stability and enhanced the client's overall quality of life.

3. Housing Crisis Intervention

WLCR and CA were contacted regarding two women, ages 83 and 72, who were facing imminent homelessness. The younger woman had been providing long-term care for her friend, but neither had access to necessary resources. Over the course of eight CA visits, multiple WLCR calls, and collaboration with community partners, the following actions were taken:

- Secured medical evaluations and necessary documentation.
- Arranged temporary hotel accommodations to prevent immediate homelessness.
- Assisted with medication refills.
- Facilitated placement in a long-term care facility where both individuals could remain

together.

This intervention prevented a housing crisis and provided the clients with stable, supportive living arrangements that preserved both their safety and their long-standing relationship.

Presentation Updates:

Presentation on Oct 8th to Women of Faith at Methodist Church

Presentation on Oct. 14th to WINGS at Lutheran Church

Youth: As of Sept. 30th

- The number of open cases 1
- The number of closed cases 5
- The number of in-person and phone contacts In person: 6 Phone: 2

Our team remains deeply committed to supporting local youth and ensuring they have access to the resources, advocacy, and guidance they need. We kindly ask that referrals continue to be sent directly to Melissa or Cindy. I am currently serving as the main point of contact and will be meeting with the youth in person once a week at a time that works best for the school, parents or guardians, and the youth themselves. In addition, I will be making two phone calls or texts each week to check in and continue providing ongoing case management and support.

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



COMMUNITY IMPACT

2025	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER
Total number of Calls per Month	65	77	49	59	65	69	68	89	76
Mental Health/Suicidal Ideations	20	20	9	18	30	24	17	26	23
Grief/Trauma	4	9	9	7	5	9	5	2	5
Homelessness	13	13	8	7	12	5	11	16	6
Family Disputes/Welfare Checks	9	10	8	10	3	15	14	14	8
Drugs/Alcohol	4	5	0	5	6	0	9	9	8
"Other" Life Crisis	16	15	12	15	13	14	8	17	22
Requested to respond to Justice Department	2	2	2	1	7	4	2	5	3
Requested to Respond to PH Hospital/Clinics	7	4	3	7	8	5	4	7	7
Prevented from going to PH Hospital or from being detained by Law Enforcement	29	19	22	27	26	35	42	54	45
Resolved without a higher level of care	48	65	36	46	47	55	54	66	54
# of Diversions (Relieving LE from scene or preventing LE response)	50	60	40	47	54	51	59	80	67

1:57 PM

Apparatus Fund, Equipment Fund, General Fund, Property & Facilities Fund Balance Sheet

For Period Ending 9/30/2025

	Book Value Sep 2025 Actual	
Assets		
Current Assets		
Cach		

Cash

Building Capital Savings 7224	470,352.35
Checking 1151	2,264.90
Equip/Aparat Cap Savings 7216	510,704.14
LGIP 6355	374,755.96
Money Market 0832	48,252.21

Other Current Assets

Total Assets	\$1,546,685,33
Total Current Assets	\$1,546,685.33
Property Tax Receivable	110,393.27
Prepaid Expenses	22,720.50
Cash with County	7,242.00

Liabilities

Current Liabilities

Other Current Liabilities

Deferred Revenue	95,990.43
Total Current Liabilities	\$95,990.43
Total Liabilities	\$95 990 43

Fund Balance

Accumulated Surplus (Deficit)

Total Liabilities and Equity	\$1,546,685.33
Total Fund Balance	\$1,450,694.90
Retained Earnings	469,638.41
Investment in Capital	981,056.49

General Fund

Statement of Revenue and Expenditures

	Current Period Jul 2025 Sep 2025 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget	
evenue & Expenditures				
Revenue				
Fee for Service				
OR Dept of Forestry	0.00	500.00	0.00%	
Three Rivers Casino	0.00	61,689.00	0.00%	
Total Fee for Service	\$0.00	\$62,189.00		
Other Income	, , , , ,	44		
Donations	0.00	500.00	0.00%	
Interest	8,751.37	65,000.00	13.46%	
Office Fees	0.00	500.00	0.00%	
Reimbursements and Refunds	0.00	1,000.00	0.00%	
Sale of Assets	0.00	1,000.00	0.00%	
Total Other Income	\$8,751.37	\$68,000.00	0.00%	
	\$0,/31.3/	\$66,000.00		
Tax Income			. ===.	
Douglas County Tax Revenue	79.15	4,520.00	1.75%	
Lane County Tax Revenue	14,657.61	3,280,667.00	0.45%	
Prior Tax Years	7,364.34	35,000.00	21.04%	
Total Tax Income		\$3,320,187.00		
Revenue	<u> </u>	\$3,450,376.00		
Gross Profit	\$30,852.47	\$3,450,376.00		
Expenses				
Administrative Expenses				
Administrative & Bank Fees	10.00	1,000.00	1.00%	
Total Administrative Expenses	\$10.00	\$1,000.00		
Capital Outlay	•	, ,		
Furniture	0.00	5,000.00	0.00%	
Technology/Computers	0.00	10,000.00	0.00%	
Total Capital Outlay	\$0.00	\$15,000.00	0.00 /0	
	φ0.00	\$15,000.00		
Insurance	0.00	62 274 00	0.000/	
Property & Liability	0.00	62,274.00	0.00%	
Total Insurance	\$0.00	\$62,274.00		
Non Allocated				
Operating Contingency	0.00	50,000.00	0.00%	
PERS UAL	151,000.00	151,000.00	100.00%	
Transfer Out	400,000.00		0.00%	
Total Non Allocated	\$551,000.00	\$201,000.00		
Professional Services				
Audit	1,000.00	11,000.00	9.09%	
Total Professional Services	\$1,000.00	\$11,000.00		
Expenses	\$552,010.00	\$290,274.00		
Revenue Less Expenditures	(\$521,157.53)	\$3,160,102.00		
Net Change in Fund Balance		\$3,160,102.00		

General Fund

Statement of Revenue and Expenditures

	Current Period Jul 2025 Sep 2025 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget	
Fund Balances				
Beginning Fund Balance	758,795.94		0.00%	
Net Change in Fund Balance	(521,157.53)	3,160,102.00	0.00%	
Ending Fund Balance	237,638.41		0.00%	

Report Options
Fund: General Fund

Period: 7/1/2025 to 9/30/2025 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 MASTER (Don't Enter #)

Apparatus Fund

Statement of Revenue and Expenditures

	Current Period Jul 2025 Sep 2025 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget	
Revenue & Expenditures				
Revenue				
Other Income				
Interest	559.06		0.00%	
Sale of Assets	0.00	20,000.00	0.00%	
Total Other Income	\$559.06	\$20,000.00		
Transfers In				
Transfers	0.00	50,000.00	0.00%	
Total Transfers In	\$0.00	\$50,000.00		
Revenue	\$559.06	\$70,000.00		
Gross Profit	\$559.06	\$70,000.00		
Revenue Less Expenditures	\$559.06	\$70,000.00		
Net Change in Fund Balance	\$559.06	\$70,000.00		
Fund Balances				
Beginning Fund Balance	50,000.00		0.00%	
Net Change in Fund Balance	559.06	70,000.00	0.00%	
Ending Fund Balance	50,559.06		0.00%	

Report Options
Fund: Apparatus Fund

Period: 7/1/2025 to 9/30/2025 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

Equipment Fund

Statement of Revenue and Expenditures

	Current Period Jul 2025 Sep 2025 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget	
Revenue & Expenditures				
Revenue				
Other Income				
Interest	1,046.63	6,200.00	16.88%	
Total Other Incom	e \$1,046.63	\$6,200.00		
Transfers In				
Transfers	0.00	50,000.00	0.00%	
Total Transfers I	n \$0.00	\$50,000.00		
Revenu	e \$1,046.63	\$56,200.00		
Gross Profi	t \$1,046.63	\$56,200.00		
Revenue Less Expenditure	s \$1,046.63	\$56,200.00		
Net Change in Fund Balanc	e \$1,046.63	\$56,200.00		
Fund Balances				
Beginning Fund Balance	559,098.45		0.00%	
Net Change in Fund Balance	1,046.63	56,200.00	0.00%	
Ending Fund Balance	560,145.08		0.00%	

Report Options
Fund: Equipment Fund
Period: 7/1/2025 to 9/30/2025
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

Property & Facilities Fund **Statement of Revenue and Expenditures**

		Current Period Jul 2025 Sep 2025 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget	
Revenue & Expendit	ures				
Revenue					
Other Income					
Interest		1,183.55	5,000.00	23.67%	
	Total Other Income	\$1,183.55	\$5,000.00		
Transfers In					
Transfers		0.00	82,000.00	0.00%	
	Total Transfers In	\$0.00	\$82,000.00		
	Revenue	\$1,183.55	\$87,000.00		
	Gross Profit	\$1,183.55	\$87,000.00		
	Revenue Less Expenditures	\$1,183.55	\$87,000.00		
	Net Change in Fund Balance	\$1,183.55	\$87,000.00		
Fund Balances					
Beginning Fun	d Balance	601,168.80		0.00%	
Net Change in	Fund Balance	1,183.55	87,000.00	0.00%	
Ending Fund B	alance	602,352.35		0.00%	

Apparatus Fund, Equipment Fund, General Fund, Property & Facilities Fund Bank Register

9/1/2	025 to	9/30	/2025
-------	--------	------	-------

Transaction			Deposit	Deposit	Receipts	Checks &	
Date	Number	Name / Description	Date	Number	& Credits	Payments	Balance
1001 Checking 1	151						
General Fund	131						
General Fund		Doginaina Dalango			0.00	0.00	264.90
0/4/2025	ACH	Beginning Balance			0.00 2,000.00	0.00	2,264.90 2,264.90
9/4/2025		Checking 0046			•		•
9/4/2025	ACH	Intuit	0/4/2025	000006	0.00	1,228.39 0.00	1,036.51
9/8/2025	000020	Intuit	9/4/2025	eral Fund Totals	1,228.39		2,264.90
					\$3,228.39	\$1,228.39	\$2,264.90
			1001 Check	ing 1151 Totals	\$3,228.39	\$1,228.39	\$2,264.90
1005 Money Mai	rket 0832						
General Fund							
General Fullu		Beginning Balance			0.00	0.00	47,221.14
9/4/2025	ACH	Checking 0046			0.00	2,000.00	47,221.14
9/19/2025	ACH	Money Market 0832			154,005.86	0.00	199,227.00
9/22/2025	ACH	Western Lane Fire & EMS			0.00	151,000.00	48,227.00
9/22/2023	ACH	Western Lane Fire & EMS			25.21	0.00	48,252.21
9/30/2023			Gon	eral Fund Totals	\$154,031.07	\$153,000.00	\$48,252.21
		100		ket 0832 Totals	\$154,031.07	\$153,000.00	\$48,252.21
		100.	Profiley Man	ket 0032 Totals	\$134,031.07	\$155,000.00	\$ 1 0,232.21
1010 LGIP 6355	5						
General Fund	-						
Jeneral i unu		Beginning Balance			0.00	0.00	766,859.33
9/12/2025	Aug tax &	Douglas County Treasury			22.92	0.00	766,882.25
9/12/2025	Aug tax &	Lane County Treasurer			5,400.06	0.00	772,282.31
9/23/2025	ACH	Western Lane Fire & EMS			0.00	400,000.00	372,282.31
9/26/2025	Electric Coop	Douglas County Treasury			15.38	0.00	372,297.69
9/30/2025	сси.с соор	z sagido codine, medodi y			2,458.27	0.00	374,755.96
3,50,2525			Gen	eral Fund Totals	\$7,896.63	\$400,000.00	\$374,755.96
				GIP 6355 Totals	\$7,896.63	\$400,000.00	\$374,755.96
					72,020.00	+,	, ,
1050 PERS UAL	6512						
General Fund							
		Beginning Balance			0.00	0.00	153,669.05
9/19/2025	ACH	Money Market 0832			0.00	154,005.86	(336.81)
		•				•	` ,

Apparatus Fund, Equipment Fund, General Fund, Property & Facilities Fund

Bank Register

Transaction			Deposit	Deposit	Receipts	Checks &	
Date	Number	Name / Description	Date	Number	& Credits	Payments	Balance
9/30/2025			_	_	336.81	0.00	0.00
				neral Fund Totals	\$336.81	\$154,005.86	\$0.00
			1050 PERS	UAL 6512 Totals	\$336.81	\$154,005.86	\$0.00
052 Equip/Apa	rat Cap Sa	avings 7216					
Apparatus Fur	nd	_					
9/30/2025					559.06	0.00	559.06
			Appar	atus Fund Totals	\$559.06	\$0.00	\$559.06
Equipment Fu	nd						
_4		Beginning Balance			0.00	0.00	510,145.08
			Equipr	ment Fund Totals	\$0.00	\$0.00	\$510,145.08
		1052 Equip/Ap	oarat Cap Sav	ings 7216 Totals	\$559.06	\$0.00	\$510,704.14
1054 D.:: d: C		:					
.054 Building Ca	-	_					
Property & Fa	cilities Fun						
		Beginning Balance			0.00	0.00	469,940.35
9/30/2025					412.00	0.00	470,352.35
				ities Fund Totals	\$412.00	\$0.00	\$470,352.35
		1054 Buildin	g Capital Sav	ings 7224 Totals	\$412.00	\$0.00	\$470,352.35
111 InterFund	Transfer						
Apparatus Fur	iu	Beginning Balance			0.00	0.00	50,000.00
		beginning balance	Annar	atus Fund Totals	\$0.00	\$ 0.00	\$50,000.00
Faulancet Fo	I		Appai	atus Fullu Totals	Ф 0.00	ф 0.00	\$50,000.00
Equipment Fu	na	Poginning Palance			0.00	0.00	E0 000 00
		Beginning Balance	F!			0.00	50,000.00
			Equipr	nent Fund Totals	\$0.00	\$0.00	\$50,000.00
General Fund					0.55	0.55	(222 222 22)
		Beginning Balance	_	_	0.00	0.00	(232,000.00)
			Ger	neral Fund Totals	\$0.00	\$0.00	(\$232,000.00)

Apparatus Fund, Equipment Fund, General Fund, Property & Facilities Fund Bank Register

9/1/2025 to 9/30/2025

Transaction	Transaction		Deposit	Deposit	Receipts	Checks &	
Date	Number	Name / Description	Date	Number	& Credits	Payments	Balance
Property & Fa	cilities Fund	d					
		Beginning Balance			0.00	0.00	132,000.00
		P	roperty & Facili	ties Fund Totals	\$0.00	\$0.00	\$132,000.00
			1111 InterFund	Transfer Totals	\$0.00	\$0.00	\$0.00
				Report Totals	\$166,463.96	\$708,234.25	\$1,406,329.56
			Records include	led in total = 26			

Report Options

Trans Date: 9/1/2025 to 9/30/2025

Display Notation: No

Apparatus Fund, Building Fund, Equipment Fund, General Fund, LifeMed Fund WLAD

Balance Sheet

For Period Ending 9/30/2025

		Book Value Sep 2025 Actual	
Issets			
Current Assets			
Cash			
	Capital Equipment Reserve 1060	196,640.35	
	Cash with County	3,391.00	

95,761.51

1,070,919.03

172,725.63

282,603.54

Accounts Receivable

Checking 0046

LifeMed Account 9411

Money Market 9835

LGIP 6353

Accounts Receivable 6,879.00

Other Receivables

Patient Accts Receivable 1,281,396.57
Property Tax Receivable 66,336.00

Other Current Assets

Allowance for Bad Debt (198,862.73)
Allowance for Contractual Adj (499,744.68)
Grant Receivable 50,000.46
Prepaid Health Insurance 12,774.49

Total Current Assets \$2,540,820.17

Total Assets \$2,540,820.17

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable 85.00

Other Current Liabilities

MIH Deferred Revenue 53,277.00
Total Current Liabilities \$53,362.00
Total Liabilities \$53,362.00

Fund Balance

Accumulated Surplus (Deficit)

 Capital Reserve
 196,640.35

 Fund Balance Unrestricted
 2,118,092.19

 Investment in Capital
 172,725.63

 Total Fund Balance
 \$2,487,458.17

 Total Liabilities and Equity
 \$2,540,820.17

General Fund

Statement of Revenue and Expenditures

	Current Period Jul 2025 Sep 2025 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget	
evenue & Expenditures			-	
Revenue				
Ambulance Income				
Allowance for Contract Adjust	26,465.43	10,000.00	264.65%	
		,	73.13%	
Collection Agency	2,193.98	3,000.00		
GEMT CCO Program Medicaid	6,411.86	80,000.00	8.01%	
	83,043.69	200,000.00	41.52%	
Medicare	373,974.66	1,500,000.00	24.93%	
Private Insurance	153,318.65	500,000.00	30.66%	
Private Pay	20,322.59	200,000.00	10.16%	
Total Ambulance Income	\$665,730.86	\$2,493,000.00		
Fee for Service				
Three Rivers Casino	0.00	30,792.00	0.00%	
Total Fee for Service	\$0.00	\$30,792.00		
Grant Income				
Grant Income	0.00	2,000.00	0.00%	
Grant Income - MIH	0.00	50,000.00	0.00%	
Total Grant Income	\$0.00	\$52,000.00		
Other Income				
Interest	14,556.76	55,000.00	26.47%	
Reimbursements and Refunds	29.88	500.00	5.98%	
Total Other Income	\$14,586.64	\$55,500.00		
Tax Income				
Lane County Operation Levy	3,781.75	1,127,856.00	0.34%	
Lane County Tax Revenue	8,548.43	811,104.00	1.05%	
Prior Tax Years	4,297.86	20,000.00	21.49%	
Total Tax Income	·	\$1,958,960.00	22.1070	
Transfers In	4-0,0-000	<i>+-</i> //		
Transfers	0.00	115,000.00	0.00%	
Total Transfers In	\$0.00	\$115,000.00	0.00 /0	
Revenue	\$696,945.54			
Gross Profit		\$4,705,252.00		
	\$090,943.54	\$ 1 ,703,232.00		
Expenses				
Administrative Expenses				
Administrative & Bank Fees	85.15	2,500.00	3.41%	
Refunds	1,387.17	10,000.00	13.87%	
Total Administrative Expenses	\$1,472.32	\$12,500.00		
Capital Outlay				
Building Improvements	0.00	50,000.00	0.00%	
Equipment	13,022.00		0.00%	
Technology/Computers	0.00	5,000.00	0.00%	
Total Capital Outlay	\$13,022.00	\$55,000.00		
Insurance				
Property & Liability	0.00	37,800.00	0.00%	
rroperty & Elability		\$37,800.00		
Total Insurance	\$0.00	Ψ37,000.00		
Total Insurance	\$0.00	ψ37,000.00		
Total Insurance Non Allocated	•		0.00%	
Total Insurance	\$ 0.00 0.00 400,000.00	50,000.00 4,925,764.00	0.00% 8.12%	

General Fund

Statement of Revenue and Expenditures

	Current Period Jul 2025 Sep 2025 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget	
Transfer to Building Fund	0.00	50,000.00	0.00%	
Transfer to Equipment Fund	0.00	10,000.00	0.00%	
Total Non Allocated	\$400,000.00	\$5,059,658.00		
Operational Supplies				
Operational Supplies	0.00	2,000.00	0.00%	
Total Operational Supplies	\$0.00	\$2,000.00		
Payroll Taxes & Benefits				
PERS	116.84		0.00%	
Total Payroll Taxes & Benefits	\$116.84			
Professional Services				
Audit	1,000.00	14,000.00	7.14%	
GEMT Admin & Consulting Fees	0.00	50,000.00	0.00%	
Total Professional Services	\$1,000.00	\$64,000.00		
Technology				
Software & Licenses	113.77		0.00%	
Total Technology	\$113.77			
Expenses	\$415,724.93	\$5,230,958.00		
Revenue Less Expenditures	\$281,220.61	(\$525,706.00)		
Net Change in Fund Balance	\$281,220.61	(\$525,706.00)		
Fund Balances				
Beginning Fund Balance	1,735,706.58		0.00%	
Net Change in Fund Balance	281,220.61	(525,706.00)	0.00%	
Ending Fund Balance	2,016,527.19		0.00%	

Report Options
Fund: General Fund

Period: 7/1/2025 to 9/30/2025 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 MASTER

Equipment Fund

Statement of Revenue and Expenditures

		Current Period Jul 2025 Sep 2025 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget	
Revenue & Expendit	ures				
Revenue					
Other Income					
Interest		494.81	500.00	98.96%	
	Total Other Income	\$494.81	\$500.00		
Transfers In					
Transfers		0.00	10,000.00	0.00%	
	Total Transfers In	\$0.00	\$10,000.00		
	Revenue	\$494.81	\$10,500.00		
	Gross Profit	\$494.81	\$10,500.00		
	Revenue Less Expenditures	\$494.81	\$10,500.00		
	Net Change in Fund Balance	\$494.81	\$10,500.00		
Fund Balances					
Beginning Fun	d Balance	296,145.54		0.00%	
Net Change in	Fund Balance	494.81	10,500.00	0.00%	
Ending Fund B	alance	296,640.35		0.00%	

LifeMed Fund

Statement of Revenue and Expenditures

	Current Period Jul 2025 Sep 2025 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget	
Revenue & Expenditures				
Revenue				
Other Income				
CPR Classes	6,800.00	25,000.00	27.20%	
Interest	12.60	25.00	50.40%	
LifeMed Subscription	33,084.00	105,000.00	31.51%	
Total Other Income	\$39,896.60	\$130,025.00		
Revenue	\$39,896.60	\$130,025.00		
Gross Profit	\$39,896.60	\$130,025.00		
Expenses	· •			
Administrative Expenses				
Administrative & Bank Fees	1,315.81	3,000.00	43.86%	
Advertising	2,100.00	7,000.00	30.00%	
Membership Dues	0.00	500.00	0.00%	
Office Supplies	85.00	5,000.00	1.70%	
Refunds	130.00	300.00	43.33%	
Shipping/Postage	183.00	4,000.00	4.58%	
Training & Conferences	0.00	5,000.00	0.00%	
Total Administrative Expenses	\$3,813.81	\$24,800.00		
Operational Supplies				
Operational Supplies	1,952.55		0.00%	
Total Operational Supplies	\$1,952.55			
Operations - Training				
Training Equip & Supplies	0.00	5,000.00	0.00%	
Total Operations - Training	\$0.00	\$5,000.00		
Professional Services	·			
Business Consulting	200.00		0.00%	
Total Professional Services	\$200.00			
Technology	•			
IT Services	135.00		0.00%	
Total Technology	\$135.00			
Expenses	\$6,101.36	\$29,800.00		
Revenue Less Expenditures	\$33,795.24	\$100,225.00		
Net Change in Fund Balance	\$33,795.24	\$100,225.00		
Fund Balances				
	140 405 20		0.000/	
Beginning Fund Balance Net Change in Fund Balance	140,495.39 33,795.24	100,225.00	0.00% 0.00%	
-	· ·	100,223.00		
Ending Fund Balance	174,290.63		0.00%	

Report Options
Fund: LifeMed Fund

Period: 7/1/2025 to 9/30/2025 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

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
1001 Checking	0046						
General Fund							
001101011101		Beginning Balance			0.00	0.00	23,683.91
9/4/2025	000506	Systems Design			1,769.56	0.00	25,453.47
9/8/2025	000485	Intuit			1,128.23	0.00	26,581.70
9/9/2025	000484	State of Oregon - Judicial	9/9/2025	000030	7.47	0.00	26,589.17
9/10/2025	000541	Systems Design			490.15	0.00	27,079.32
9/11/2025	000542	Systems Design			3,193.00	0.00	30,272.32
9/15/2025	000555	Systems Design			5,640.80	0.00	35,913.12
9/24/2025	000543	State of Oregon - Judicial	9/24/2025	000032	7.47	0.00	35,920.59
9/29/2025	ACH	Oregon Pacific Bank			59,854.96	0.00	95,775.55
9/30/2025					10.96	0.00	95,786.51
9/30/2025					0.00	25.00	95,761.51
			Gene	eral Fund Totals	\$72,102.60	\$25.00	\$95,761.51
			1001 Check	ing 0046 Totals	\$72,102.60	\$25.00	\$95,761.51
OOF Manay Ma	+ 002F						
.005 Money Ma							
General Fund							
		Beginning Balance			0.00	0.00	52,474.23
9/1/2025	000461	Systems Design			270.11	0.00	52,744.34
9/1/2025	000512	Systems Design			363.62	0.00	53,107.96
9/1/2025	000511	Systems Design			282.37	0.00	53,390.33
9/1/2025	000494	Systems Design			7,046.34	0.00	60,436.67
9/2/2025	000578	Systems Design			67.93	0.00	60,504.60
9/2/2025	000500	Systems Design			1,088.94	0.00	61,593.54
9/2/2025	000493	Systems Design			4,086.24	0.00	65,679.78
9/2/2025	000491	Systems Design			4,503.99	0.00	70,183.77
9/2/2025	000497	Systems Design			631.77	0.00	70,815.54
9/3/2025	000492	Systems Design			2,679.31	0.00	73,494.85
9/4/2025	000579	Systems Design			74.11	0.00	73,568.96
9/4/2025	000575	Systems Design			1,640.00	0.00	75,208.96
9/4/2025	000519	Systems Design			291.31	0.00	75,500.27
9/4/2025	000518	Systems Design			275.00	0.00	75,775.27
9/4/2025	000516	Systems Design			2,078.33	0.00	77,853.60
9/4/2025	000508	Systems Design			1,693.47	0.00	79,547.07
9/4/2025	000505	Systems Design			430.65	0.00	79,977.72
9/4/2025	000499	Systems Design			139.49	0.00	80,117.21

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance	
9/4/2025	000498	Systems Design			224.54	0.00	80,341.75	
9/4/2025	000496	Systems Design			713.37	0.00	81,055.12	
9/4/2025	000490	Systems Design			1,515.05	0.00	82,570.17	
9/4/2025	000456	PCS GEN Trust			62.88	0.00	82,633.05	
9/5/2025	000609	Systems Design			1,439.39	0.00	84,072.44	
9/5/2025	000524	Systems Design			1,128.38	0.00	85,200.82	
9/5/2025	000515	Systems Design			4,121.20	0.00	89,322.02	
9/5/2025	000513	Systems Design			143.37	0.00	89,465.39	
9/5/2025	000510	Systems Design			2,863.98	0.00	92,329.37	
9/5/2025	000495	Systems Design			974.00	0.00	93,303.37	
9/7/2025	000536	Systems Design			2,294.80	0.00	95,598.17	
9/7/2025	000535	Systems Design			2,305.32	0.00	97,903.49	
9/8/2025	000592	Systems Design			1,962.56	0.00	99,866.05	
9/8/2025	000520	Systems Design			3,977.26	0.00	103,843.31	
9/8/2025	000504	Systems Design			1,935.34	0.00	105,778.65	
9/8/2025	000501	Systems Design			130.20	0.00	105,908.85	
9/9/2025	000580	Systems Design			267.12	0.00	106,175.97	
9/9/2025	000523	Systems Design			1,814.25	0.00	107,990.22	
9/9/2025	000517	Systems Design			439.85	0.00	108,430.07	
9/9/2025	000514	Systems Design			1,201.51	0.00	109,631.58	
9/9/2025	000509	Systems Design			3,737.41	0.00	113,368.99	
9/9/2025	000507	Systems Design			565.53	0.00	113,934.52	
9/9/2025	000502	Systems Design			135.33	0.00	114,069.85	
9/10/2025	000581	Systems Design			97.92	0.00	114,167.77	
9/10/2025	000538	Systems Design			548.97	0.00	114,716.74	
9/10/2025	000529	Systems Design			1,477.45	0.00	116,194.19	
9/10/2025	000522	Systems Design			1,238.80	0.00	117,432.99	
9/10/2025	000521	Systems Design			657.88	0.00	118,090.87	
9/11/2025	000582	Systems Design			926.98	0.00	119,017.85	
9/11/2025	000574	Systems Design			31,606.78	0.00	150,624.63	
9/11/2025	000539	Systems Design			824.38	0.00	151,449.01	
9/11/2025	000537	Systems Design			5,053.87	0.00	156,502.88	
9/11/2025	000532	Systems Design			1,788.57	0.00	158,291.45	
9/11/2025	000525	Systems Design			121.33	0.00	158,412.78	
9/11/2025	000503	Systems Design			937.38	0.00	159,350.16	
9/11/2025	40024	PGBA, Inc.Tricare Refund	s		0.00	922.17	158,427.99	
9/12/2025	000610	Systems Design			449.79	0.00	158,877.78	
9/12/2025	000583	Systems Design			223.66	0.00	159,101.44	
5, 12, 2020		-,0100 2 301911			225.00	0.00	/	

9/12/2025 000531 Systems Design 1,474.76 0.00 160,576.20 9/14/2025 000554 Systems Design 1,320.55 0.00 161,896.75 9/14/2025 000552 Systems Design 5,158.93 0.00 167,055.68 9/15/2025 000584 Systems Design 485.25 0.00 167,540.93 0/15/2025 000534 Systems Design 4306.67 0.00 171,937.60	
9/14/2025 000552 Systems Design 5,158.93 0.00 167,055.68 9/15/2025 000584 Systems Design 485.25 0.00 167,540.93	
9/15/2025 000584 Systems Design 485.25 0.00 167,540.93	
0/15/2025 000524 Custome Decision 4.200 C7 0.00 4.74 0.27 C0	
9/15/2025 000534 Systems Design 4,296.67 0.00 171,837.60	
9/15/2025 000528 Systems Design 4,448.36 0.00 176,285.96	
9/15/2025 000526 Systems Design 1,077.94 0.00 177,363.90	
9/16/2025 000585 Systems Design 281.44 0.00 177,645.34	
9/16/2025 000530 Systems Design 144.91 0.00 177,790.25	
9/17/2025 000557 Systems Design 275.00 0.00 178,065.25	
9/17/2025 000586 Systems Design 315.41 0.00 178,380.66	
9/17/2025 000553 Systems Design 1,765.24 0.00 180,145.90	
9/17/2025 000540 Systems Design 2,299.39 0.00 182,445.29	
9/17/2025 000533 Systems Design 2,832.76 0.00 185,278.05	
9/17/2025 000527 Systems Design 138.38 0.00 185,416.43	
9/18/2025 000605 Systems Design 430.53 0.00 185,846.96	
9/18/2025 000573 Systems Design 5,141.40 0.00 190,988.36	
9/18/2025 000558 Systems Design 4,742.13 0.00 195,730.49	
9/18/2025 000556 Systems Design 420.62 0.00 196,151.11	
9/18/2025 000545 Systems Design 6,147.79 0.00 202,298.90	
9/19/2025 000594 Systems Design 1,044.17 0.00 203,343.07	
9/19/2025 000587 Systems Design 58.23 0.00 203,401.30	
9/19/2025 000560 Systems Design 910.27 0.00 204,311.57	
9/19/2025 000559 Systems Design 3,653.81 0.00 207,965.38	
9/19/2025 000546 Systems Design 1,075.26 0.00 209,040.64	
9/22/2025 000588 Systems Design 97.05 0.00 209,137.69	
9/22/2025 000563 Systems Design 3,588.21 0.00 212,725.90	
9/22/2025 000562 Systems Design 2,917.98 0.00 215,643.88	
9/22/2025 000561 Systems Design 8,603.41 0.00 224,247.29	
9/22/2025 000548 Systems Design 262.76 0.00 224,510.05	
9/22/2025 000547 Systems Design 2,768.52 0.00 227,278.57	
9/23/2025 000589 Systems Design 97.05 0.00 227,375.62	
9/23/2025 000551 Systems Design 938.93 0.00 228,314.55	
9/23/2025 000549 Systems Design 5,919.85 0.00 234,234.40	
9/24/2025 000590 Systems Design 732.72 0.00 234,967.12	
9/24/2025 000566 Systems Design 851.34 0.00 235,818.46	
9/24/2025 000565 Systems Design 14,162.62 0.00 249,981.08	
9/24/2025 000564 Systems Design 136.44 0.00 250,117.52	

-	Transaction	Transaction		Deposit	Deposit	Receipts	Checks &	
	Date	Number	Name / Description	Date	Number	& Credits	Payments	Balance
	9/24/2025	000550	Systems Design			536.55	0.00	250,654.07
	9/25/2025	000595	Systems Design			116.34	0.00	250,770.41
	9/25/2025	000577	Systems Design			2,803.09	0.00	253,573.50
	9/25/2025	000576	Systems Design			149.64	0.00	253,723.14
	9/25/2025	000569	Systems Design			1,194.89	0.00	254,918.03
	9/25/2025	000568	Systems Design			3,288.62	0.00	258,206.65
	9/25/2025	000567	Systems Design			860.33	0.00	259,066.98
	9/26/2025	000591	Systems Design			254.70	0.00	259,321.68
	9/26/2025	000570	Systems Design			145.59	0.00	259,467.27
	9/29/2025	000599	Systems Design			1,812.83	0.00	261,280.10
	9/29/2025	000606	Systems Design			443.12	0.00	261,723.22
	9/29/2025	000601	Systems Design			527.23	0.00	262,250.45
	9/29/2025	000596	Systems Design			1,224.61	0.00	263,475.06
	9/29/2025	000572	Systems Design			433.06	0.00	263,908.12
	9/29/2025	000571	Systems Design			5,751.60	0.00	269,659.72
	9/30/2025	000627	Systems Design			6,472.49	0.00	276,132.21
	9/30/2025					111.95	0.00	276,244.16
	9/30/2025	000607	Systems Design			226.76	0.00	276,470.92
	9/30/2025	000608	Systems Design			2,645.50	0.00	279,116.42
	9/30/2025	000604	Systems Design			1,967.28	0.00	281,083.70
	9/30/2025	000600	Systems Design			1,447.39	0.00	282,531.09
	9/30/2025	000598	Systems Design			72.45	0.00	282,603.54
					eral Fund Totals	\$231,051.48	\$922.17	\$282,603.54
			100	Money Marl	ket 9835 Totals	\$231,051.48	\$922.17	\$282,603.54
101010	GIP 6353	1						
	eral Fund	•						
Gene	erai Fullu		Beginning Balance			0.00	0.00	1,462,682.41
	9/12/2025	Aug tax &	Lane County Treasurer			3,153.28	0.00	1,465,835.69
	9/12/2025	AUG LAX &	Western Lane Fire & EMS			3,153.28 0.00	400,000.00	1,465,835.69
	9/30/2025	ACH	Western Lane File & EMS			5,083.44	0.00	1,070,919.13
	9/30/2025 9/30/2025					0.00	0.10	1,070,919.13
	5/30/2023			Co	eral Fund Totals	\$8,236.72	\$400,000.10	\$1,070,919.03
					irai runu Totais IP 6353 Totals	\$8,236.72	\$400,000.10	\$1,070,919.03
				TOTO EG	11 0333 IO(912	⊅0,∠30./∠	⊅+00,000.10	\$T'0\0'ATA'02

	Transaction		Deposit	Deposit	Receipts	Checks &	
Date	Number	Name / Description	Date	Number	& Credits	Payments	Balance
030 LifeMed Ad	count 941	1					
LifeMed Fund							
		Beginning Balance			0.00	0.00	166,817.77
9/4/2025	04196	Siuslaw Consulting, LLC			0.00	200.00	166,617.77
9/8/2025	CC #633	LifeMed Membership			65.00	0.00	166,682.77
9/9/2025	CC ONLINE 9/7	LifeMed Membership			130.00	0.00	166,812.77
9/9/2025	LM CHKS	LifeMed Membership	9/9/2025	000029	390.00	0.00	167,202.77
9/9/2025	CC #634	LifeMed Membership			65.00	0.00	167,267.77
9/11/2025	CC #635	LifeMed Membership			65.00	0.00	167,332.77
9/12/2025	CC online 9/12	LifeMed Membership			65.00	0.00	167,397.77
9/12/2025	CPR JUL/AUG	Spruce Point	9/17/2025	000031	660.00	0.00	168,057.77
9/12/2025	CC #636	LifeMed Membership			65.00	0.00	168,122.77
9/15/2025	CC #637	LifeMed Membership			435.00	0.00	168,557.77
9/16/2025	CPR 8/29	Siuslaw School District 97J	9/17/2025	000031	3,600.00	0.00	172,157.77
9/16/2025	CPR 9-13-25	CPR class	9/17/2025	000031	300.00	0.00	172,457.77
9/16/2025	04197	Card Services Center			0.00	183.00	172,274.77
9/17/2025	CPR 7-21	Regency	9/17/2025	000031	120.00	0.00	172,394.77
9/19/2025	CC #638	LifeMed Membership			65.00	0.00	172,459.77
9/19/2025	CC ONLINE	LifeMed Membership			130.00	0.00	172,589.77
9/23/2025	CC #639	LifeMed Membership			65.00	0.00	172,654.77
9/24/2025	LM CHKS	LifeMed Membership			195.00	0.00	172,849.77
9/25/2025	CC #640	LifeMed Membership			65.00	0.00	172,914.77
9/25/2025	CC ONLINE	LifeMed Membership			65.00	0.00	172,979.77
9/30/2025					4.47	0.00	172,984.24
9/30/2025					0.00	258.61	172,725.63
			LifeM	led Fund Totals	\$6,549.47	\$641.61	\$172,725.63
		1030 L	ifeMed Acco	unt 9411 Totals	\$6,549.47	\$641.61	\$172,725.63
1050 PERS UAL	6407						
General Fund	J 101						
General i unu		Beginning Balance			0.00	0.00	59,795.98
9/29/2025	ACH	Oregon Pacific Bank			0.00	59,854.96	(58.98)
9/30/2025		3			58.98	0.00	0.00
			Gene	eral Fund Totals	\$58.98	\$59,854.96	\$0.00
			1050 PERS U	JAL 6407 Totals	\$58.98	\$59,854.96	\$0.00

9/1/2025 to 9/30/2025

Transaction Date	Transaction Number	Name / Descriptio	•	Deposit Number	Receipts & Credits	Checks & Payments	Balance
1000 Comital Fac	in mont D			,		•	
1090 Capital Equ	-	eserve 1060					
Equipment Fu	nd						
		Beginning Balance			0.00	0.00	196,468.10
9/30/2025					172.25	0.00	196,640.35
			Equipment	t Fund Totals	\$172.25	\$0.00	\$196,640.35
		1090 Capita	al Equipment Reserve	1060 Totals	\$172.25	\$0.00	\$196,640.35
1111 InterFund	Transfor						
Equipment Fu	nd						
		Beginning Balance			0.00	0.00	100,000.00
			Equipment	t Fund Totals	\$0.00	\$0.00	\$100,000.00
General Fund							
		Beginning Balance			0.00	0.00	(100,000.00)
			Genera	Fund Totals	\$0.00	\$0.00	(\$100,000.00)
			1111 InterFund Tra	ansfer Totals	\$0.00	\$0.00	\$0.00
1245 Cach with	Country						
1245 Cash with	County						
General Fund					_	_	
		Beginning Balance		_	0.00	0.00	3,391.00
				I Fund Totals	\$0.00	\$0.00	\$3,391.00
			1245 Cash with C	county Totals	\$0.00	\$0.00	\$3,391.00
			R	eport Totals	\$318,171.50	\$461,443.84	\$1,822,041.06
			Records included in	n total = 164			

Report Options

Trans Date: 9/1/2025 to 9/30/2025

Display Notation: No

3,215

6,427,250.20

-2,019,978.85

Western Lane Ambulance District ANNUAL COLLECTION STATISTICS

Company	Western Lane Ambulance District
Date Of Service	10/1/2024
Date Of Service	9/30/2025
Invoices	0

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Oct 24	263	535,425.08	-195,833.22	37 %	-7,713.34	1 %	-300,689.86	56 %	-22,889.59	4 %	8,299.07	2 %
Nov 24	262	540,238.34	-175,455.02	32 %	-7,540.37	1 %	-317,856.34	59 %	-24,946.73	5 %	14,439.88	3 %
Dec 24	259	468,952.98	-174,712.99	37 %	-6,482.02	1 %	-254,526.47	54 %	-12,861.51	3 %	20,369.99	4 %
Jan 25	301	588,506.41	-227,027.71	39 %	-10,455.50	2 %	-327,676.86	56 %	-18,248.36	3 %	5,097.98	1 %
Feb 25	250	502,752.20	-186,986.05	37 %	-14,103.95	3 %	-270,660.96	54 %	-13,328.34	3 %	17,672.90	4 %
Mar 25	304	601,353.68	-213,407.09	35 %	-9,162.96	2 %	-332,190.08	55 %	-15,911.52	3 %	30,682.03	5 %
Apr 25	211	424,496.76	-148,111.08	35 %	-10,739.51	3 %	-239,612.34	56 %	-5,913.00	1 %	20,120.83	5 %
May 25	284	538,613.28	-166,643.61	31 %	-9,825.86	2 %	-322,234.81	60 %	-680.76	0 %	39,228.24	7 %
Jun 25	243	497,699.44	-170,718.62	34 %	-6,909.08	1 %	-253,112.83	51 %	-715.00	0 %	66,243.91	13 %
Jul 25	261	559,029.44	-190,076.41	34 %	-3,018.09	1 %	-244,858.40	44 %	-1.25	0 %	121,075.29	22 %
Aug 25	317	653,022.00	-161,167.81	25 %	-2,126.70	0 %	-270,902.50	41 %	-1,160.00	0 %	217,664.99	33 %
Sep 25	260	517,160.59	-9,839.24	2 %	0.00	0 %	-28,735.02	6 %	0.00	0 %	478,586.33	93 %

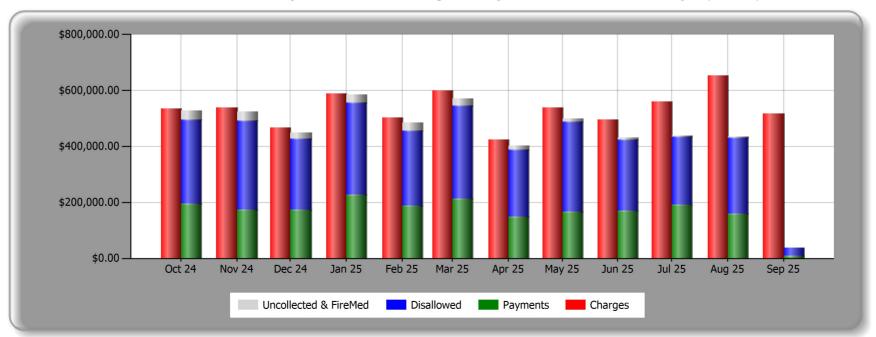
-3,163,056.47

-116,656.06

1,039,481.44

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

-88,077.38



Company Code	Western Lane Ambulance District
Transaction Date	9/1/2025
Transaction Date	9/30/2025

Balance Forward 1,350,989.59

Charges b	y Level of So	ervice							
Batch #	ALS 1 E	ALS 1 NE	ALS 2	BLS E	BLS NE	SCT	TNT	Total	
AUG25				0.00				0.00	•
JUL25				0.00	0.00			0.00	
NOV24				0.00				0.00	
SEP25	243,418.12	52,695.24	11,163.52	147,906.39	38,951.72	22,575.60	450.00	517,160.59	
Total	243,418.12	52,695.24	11,163.52	147,906.39	38,951.72	22,575.60	450.00	517,160.59	

Payments - ALL -238,228.23

Trans Date	<u>Payer</u>	Ref #	<u>Amount</u>
9/1/2025	BCBS OR Blue Card MedAdv	0155902666	-7,046.34
9/1/2025	Pacific Source MedAdvantage	25243B1000020522	-363.62
9/1/2025	Pacific Source Community Solutions	25243B1000102343	-282.37
9/2/2025	Regence Federal Oregon	0340078587	-4,086.24
9/2/2025	XO AARP Medicare Supplemental	11307127990	-631.77
9/2/2025	XO Tricare for Life	2516077492	-116.07
9/2/2025	Medicare B Oregon	323258756	0.00
9/2/2025	Atrio Health MedAdv	90015761	-1,088.94
9/2/2025	UHC West/Secure Horizons	T8375357	-4,503.99
9/3/2025	UHC West/Secure Horizons	T8445263	-2,679.31
9/4/2025	Trillium Community Health Plan	0900266340	-430.65
9/4/2025	VA Regional Payment Center	0952431	-1,769.56
9/4/2025	XO AARP Medicare Supplemental	11308911974	-139.49
9/4/2025	XO AARP Medicare Supplemental	11309623325	-224.54
9/4/2025	OPTUM Care MedAdvantage	3145108245	-275.00
9/4/2025	OPTUM Care MedAdvantage	3147999461	-291.31
9/4/2025	Aetna Medadvantage HMO	882524101079519	-713.37

9/4/2025	Medicare B Oregon	895760246	-1,693.47
9/4/2025	UHC West/Secure Horizons	T8518351	-1,515.05
9/4/2025	UHC West/Secure Horizons	T8622452	-2,078.33
9/5/2025	XO Tricare for Life	2516216503	-143.37
9/5/2025	MODA	25248B1000037338	-2,863.98
9/5/2025	Aetna	825245000225420	-974.00
9/5/2025	UMR	CA51727117856715	-1,128.38
9/5/2025	UHC West/Secure Horizons	T8676636	-4,121.20
9/7/2025	Pacific Source MedAdvantage	25250B1000017945	-2,294.80
9/7/2025	Pacific Source Community Solutions	25250B1000102175	-2,305.32
9/8/2025	BCBS OR Blue Card MedAdv	0155914148	-1,935.34
9/8/2025	XO AARP Medicare Supplemental	11310825535	-130.20
9/8/2025	Medicare B Oregon	895768325	-1,962.56
9/8/2025	UHC West/Secure Horizons	T8736699	-3,977.26
9/9/2025	XO AARP Medicare Supplemental	11311803435	-135.33
9/9/2025	OPTUM Care MedAdvantage	3156473068	-1,814.25
9/9/2025	Oregon Medicaid	600364750	-565.53
9/9/2025	Medicare B Oregon	895772331	-3,737.41
9/9/2025	Atrio Health MedAdv	90015983	-439.85
9/9/2025	UHC West/Secure Horizons	T8806278	-1,201.51
9/10/2025	Trillium MedAdvantage	0900057090	-548.97
9/10/2025	Health Net Med Advantage	0900358819	-1,477.45
9/10/2025	VA Regional Payment Center	1940243	-490.15
9/10/2025	OPTUM Care MedAdvantage	3158618549	-657.88
9/10/2025	OPTUM Care MedAdvantage	3158813250	-1,238.80
9/11/2025	Trillium Community Health Plan	0900267324	-5,053.87
9/11/2025	XO AARP Medicare Supplemental	11313202483	-121.33
9/11/2025	VA Regional Payment Center	2203036	-3,193.00
9/11/2025	Aetna	825251000036566	-937.38
9/11/2025	Medicare B Oregon	895780428	-1,788.57
9/11/2025	UHC West/Secure Horizons	T8975058	-824.38
9/12/2025	Wellcare Medadvantage	0900359004	-449.79
9/12/2025	Medicare B Oregon	895784309	-1,474.76
9/14/2025	Pacific Source MedAdvantage	25257B1000020215	-1,320.55

9/14/2025	Pacific Source Community Solutions	25257B1000097488	-5,158.93
9/15/2025	Blue Cross Blue Shield Oregon	0155924917	-4,448.36
9/15/2025	VA Regional Payment Center	2635144	-5,640.80
9/15/2025	Aetna Medadvantage HMO	882525201057915	-1,077.94
9/15/2025	Medicare B Oregon	895787443	-4,296.67
9/16/2025	XO Oregon Medicaid	600366932	-144.91
9/17/2025	XO Blue Cross Blue Shield Oregon	0197894332	-138.38
9/17/2025	Coordinated Care Ambetter Gold	0927354187	-1,765.24
9/17/2025	Tricare for Life	2516492271	-275.00
9/17/2025	Medicare B Oregon	895794107	-2,832.76
9/17/2025	UHC West/Secure Horizons	U0258555	-2,299.39
9/18/2025	Trillium Community Health Plan	0900268315	-6,147.79
9/18/2025	Care Oregon	742907748	-420.62
9/18/2025	Medicare B Oregon	895798147	-4,742.13
9/19/2025	Health Net Med Advantage	0900415119	-1,075.26
9/19/2025	OPTUM Care MedAdvantage	3175354160	-1,044.17
9/19/2025	Medicare B Oregon	895802188	-3,653.81
9/19/2025	UHC West/Secure Horizons	U0423730	-910.27
9/21/2025	Pacific Source Community Solutions	25264B1000102099	-860.33
9/22/2025	BCBS OR Blue Card MedAdv	0155935570	-8,603.41
9/22/2025	Regence Federal Oregon	0340085875	-2,917.98
9/22/2025	XO AARP Medicare Supplemental	11318463610	-262.76
9/22/2025	Medicare B Oregon	895806562	-2,768.52
9/22/2025	UHC West/Secure Horizons	U0486293	-3,588.21
9/23/2025	Oregon Medicaid	600369070	-938.93
9/23/2025	Medicare B Oregon	895810627	-5,919.85
9/24/2025	Trillium MedAdvantage	0900057307	-851.34
9/24/2025	XO Tricare for Life	2516654952	-136.44
9/24/2025	Medicare B Oregon	895814788	-14,162.62
9/24/2025	UHC West/Secure Horizons	U0614320	-536.55
9/25/2025	XO Trillium Community Health Plan	0900269267	-1,194.89
9/25/2025	Care Oregon	745374605	-3,288.62
9/25/2025	XO GEHA	CN1741711492386	-116.34
9/26/2025	XO Tricare for Life	2516730062	-145.59

9/26/2025	MODA	25269B1000039471	-1,447.39
9/28/2025	Pacific Source MedAdvantage	25271B1000020352	-1,453.19
9/28/2025	Pacific Source Community Solutions	25271B1000101341	-65.09
9/28/2025	Pacific Source Health Plan	25271B1000204062	0.00
9/29/2025	BCBS OR Blue Card MedAdv	0155947647	-433.06
9/29/2025	Blue Cross Blue Shield Oregon	0155955079	-5,751.60
9/29/2025	OPTUM Care MedAdvantage	3187215074	-1,812.83
9/29/2025	Intercommunity Health Network	39257619	-443.12
9/29/2025	Medicare B Oregon	895827678	-527.23
9/29/2025	GEHA	CN17419116273955	-1,224.61
9/30/2025	AllCare Health Plan-Medicaid	123000220098070	-311.42
9/30/2025	Oregon Medicaid	600371230	-72.45
9/30/2025	XO GEHA	CN17622120161945	-226.76
9/30/2025	UHC West/Secure Horizons	U0888733	-1,967.28
EFT TOTAL			-187,337.43

Payments - Credit Card (VISA, MC, AMX, Disc)

<u>Trans Date</u>	<u>Amount</u>
9/2/2025	-26.37
9/5/2025	-275.24
9/6/2025	-50.00
9/8/2025	-50.00
9/9/2025	-955.16
9/10/2025	-225.00
9/11/2025	-500.00
9/12/2025	-290.00
9/15/2025	-325.00
9/17/2025	-60.00
9/18/2025	-100.00
9/19/2025	-100.00
9/20/2025	-100.00
9/22/2025	-655.00
9/24/2025	-262.44
9/29/2025	-125.00

9/30/2025 -50.00 CREDIT CARD TOTAL -4,149.21

Payments - Bank Deposit	(Cash, Chk Ins, Chk Pvt, Coll Pmt, MO
_	

<u>Trans Date</u>	<u>Amount</u>
9/2/2025	-1,640.00
9/9/2025	-31,606.78
9/16/2025	-5,141.40
9/23/2025	-2,803.09
9/30/2025	-6,472.49
BANK DEPOSIT TOTAL	-47,663.76

Payments - Refunds/Refund Reversals

Date	Ref Ins	Total
9/5/2025	922.17	922.17
Total	922.17	922.17

Payments by Level of Service

Date	ALS 1 E	ALS 1 NE	ALS 2	BLS E	BLS NE	SCT	Total
9/1/2025	-3,128.09	-3,082.54		-945.30	-536.40		-7,692.33
9/2/2025	-3,684.37	-1,092.87	-832.52	-169.94	-280.79	-6,032.89	-12,093.38
9/3/2025	-1,649.25			0.00	-1,030.06		-2,679.31
9/4/2025	-1,856.13	-1,111.98		-1,574.24	-1,555.61	-3,032.81	-9,130.77
9/5/2025	-5,838.07		922.17	-1,580.03	-275.24	-1,812.83	-8,584.00
9/6/2025		-50.00					-50.00
9/7/2025	-2,209.71			-931.45		-1,458.96	-4,600.12
9/8/2025	-2,065.59	-878.74		-661.91	-1,033.67	-3,415.45	-8,055.36
9/9/2025	-15,834.03	-4,175.89	-3,455.42	-7,101.97	-2,178.33	-7,710.18	-40,455.82
9/10/2025	-2,065.82	-25.00	-200.00	-1,617.55	-729.88		-4,638.25
9/11/2025	-2,312.61	-250.00	-824.38	-2,721.31	-3,494.73	-2,815.50	-12,418.53
9/12/2025	-1,021.58	-290.00		0.00		-902.97	-2,214.55
9/14/2025	-1,737.76	-783.56		-917.79	0.00	-3,040.37	-6,479.48
9/15/2025	-3,818.57	-5,149.68	-1,200.10	-930.59		-4,689.83	-15,788.77

Date	ALS 1 E	ALS 1 NE	ALS 2	BLS E	BLS NE	SCT	Total
9/16/2025	-2,872.15	-275.00			-2,139.16		-5,286.31
9/17/2025	-5,357.68			-937.10	-1,075.99		-7,370.77
9/18/2025	-4,627.72	-888.89		-1,874.96	-913.47	-3,105.50	-11,410.54
9/19/2025	-2,051.46			-2,777.61	-910.27	-1,044.17	-6,783.51
9/20/2025	-100.00						-100.00
9/21/2025	-48.50	-355.50		-311.42	-144.91		-860.33
9/22/2025	-9,056.57	-2,508.25	-1,129.15	-3,750.20	-533.98	-1,817.73	-18,795.88
9/23/2025	-5,920.92	-25.00		-1,228.79	-695.59	-1,791.57	-9,661.87
9/24/2025	-6,012.26	-2,636.22		-3,742.96	-820.42	-2,737.53	-15,949.39
9/25/2025	-946.29			-693.90	-144.91	-2,814.75	-4,599.85
9/26/2025	-145.59			-1,447.39			-1,592.98
9/28/2025	-823.64			-694.64			-1,518.28
9/29/2025	-1,528.41			-2,887.81		-5,901.23	-10,317.45
9/30/2025	-3,573.00	-507.17	-150.00	-999.78	-3,870.45		-9,100.40
Total	-90,285.77	-24,086.29	-6,869.40	-40,498.64	-22,363.86	-54,124.27	-238,228.23

Transaction Adjustments by Level of Service

-348,525.38

	ALS 1 E	ALS 1 NE	ALS 2	BLS E	BLS NE	SCT	Total
Fire Med Adjustment	-661.74			-125.00	-125.00	-250.00	-1,161.74
W/O Fee Schedule	-151,380.53	-29,650.30	-1,660.25	-87,563.69	-18,615.04	-41,850.21	-330,720.02
W/O Insufficient Clinical Documentation					-450.00		-450.00
W/O Patient Deceased	-540.00	-250.00	-263.49		-290.00	-290.00	-1,633.49
W/O to collections	-4,605.71	-4,063.92		-4,723.02			-13,392.65
Waiver per FD					-1,167.48		-1,167.48
Total	-157,187.98	-33,964.22	-1,923.74	-92,411.71	-20,647.52	-42,390.21	-348,525.38

Ending Balance

1,281,396.57

3:52 PM

General Fund, WLCR Fund Balance Sheet

For Period Ending 9/30/2025

Book Value	
Sep 2025	
Actual	

Assets

Current Assets

Cash

Checking 5400	1,040,391.13
LGIP 6553	478,906.16
WLFEA - WLCR 2199	2.71

Accounts Receivable

Accounts Receivable 147,368.27

Other Current Assets

	AE 450 077 46
Prepaid Health Insurance	127,787.10
Prepaid Expenses	(28,214.17)
OPEB - RHIA	64,587.00
Deferred Outflows of Resources	3,239,396.99
Capital Assets:Vehicles	109,533.97
Capital Assets:Accumulated Dep	(26,682.00)

Total Current Assets \$5,153,077.16

Total Assets \$5,153,077.16

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable	2,742.50

Credit Cards

US Bank CC 5241 14,200.06

Short Term Debt

937.92
1,996.08
(580.00)
99.50
(117.64)
3,070.59
(92.80)
(14.45)
(38.64)

Other Current Liabilities

Credit Card (255.16)

Total Current Liabilities \$21,947.96

Total Liabilities \$21,947.96

Fund Balance

Accumulated Surplus (Deficit)

Total Liabilities and Equity	\$5,153,077.16
Total Fund Balance	\$5,131,129.20
Retained Earnings	5,118,979.20
Investment in Capital	12,150.00

	Current Period Jul 2025 Sep 2025 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
evenue & Expenditures		,	
Revenue			
Grant Income			
Grant Income	6,000.00		0.00%
Total Grant Income	\$6,000.00		0.00 %
	\$6,000.00		
Other Income			
Conflag Receipts	11,378.03	213,656.00	5.33%
Donations	265.00	500.00	53.00%
Employee Recognition Donation	3,250.00		0.00%
Grant Admin	9,373.50	81,102.00	11.56%
Interest	16,044.27	60,000.00	26.74%
Office Fees	1,166.26		0.00%
Reimbursements and Refunds	153,901.06	20,000.00	769.51%
Rental Income	869.17	3,660.00	23.75%
Smoke Alarm Donations	2,179.00	10,000.00	21.79%
Total Other Income	\$198,426.29	\$388,918.00	
Transfers In			
Transfer from SVFR	400,000.00	3,581,543.00	11.17%
Transfers from WLAD	400,000.00	4,925,764.00	8.12%
Total Transfers In	<u> </u>	\$8,507,307.00	
Revenue		\$8,896,225.00	
Gross Profit		\$8,896,225.00	
	Ψ1,004,420.23	ψ0,030,223.00	
Expenses			
Administrative Expenses			
Administrative & Bank Fees	(392.71)	10,000.00	(3.93%)
Advertising	1,827.22	5,000.00	36.54%
Break Room/Hospitality	2,218.22	3,000.00	73.94%
Education Reimbursement	88.88	5,000.00	1.78%
Employee Recognition	358.79	31,000.00	1.16%
Grant Expense	6,000.00		0.00%
Membership Dues	10,081.88	35,000.00	28.81%
Office Equipment Agreements	1,859.23	11,000.00	16.90%
Shipping/Postage	26.45	2,000.00	1.32%
		•	1.32% 0.00%
Supplies	26.45 559.90 409.00	2,000.00	0.00%
Supplies Training & Conferences	559.90 409.00	2,000.00	0.00% 4.09%
Supplies Training & Conferences Travel Expenses	559.90 409.00 50.40	2,000.00 10,000.00 10,000.00	0.00%
Supplies Training & Conferences Travel Expenses Total Administrative Expenses	559.90 409.00	2,000.00	0.00% 4.09%
Supplies Training & Conferences Travel Expenses Total Administrative Expenses Board of Directors	559.90 409.00 50.40 \$23,087.26	2,000.00 10,000.00 10,000.00 \$122,000.00	0.00% 4.09% 0.50%
Supplies Training & Conferences Travel Expenses Total Administrative Expenses Board of Directors Board Conferences	559.90 409.00 50.40 \$23,087.26 85.00	2,000.00 10,000.00 10,000.00 \$122,000.00	0.00% 4.09% 0.50% 0.85%
Supplies Training & Conferences Travel Expenses Total Administrative Expenses Board of Directors Board Conferences Board Elections/Lane County El	559.90 409.00 50.40 \$23,087.26 85.00 7,389.37	2,000.00 10,000.00 10,000.00 \$122,000.00 10,000.00 10,000.00	0.00% 4.09% 0.50% 0.85% 73.89%
Supplies Training & Conferences Travel Expenses Total Administrative Expenses Board of Directors Board Conferences Board Elections/Lane County El Board Expenses - Other	559.90 409.00 50.40 \$23,087.26 85.00 7,389.37 290.00	2,000.00 10,000.00 10,000.00 \$122,000.00 10,000.00 10,000.00 10,000.00	0.00% 4.09% 0.50% 0.85% 73.89% 2.90%
Supplies Training & Conferences Travel Expenses Total Administrative Expenses Board of Directors Board Conferences Board Elections/Lane County El Board Expenses - Other Board Meetings	559.90 409.00 50.40 \$23,087.26 85.00 7,389.37 290.00 4,042.48	2,000.00 10,000.00 10,000.00 \$122,000.00 10,000.00 10,000.00 10,000.00 6,000.00	0.00% 4.09% 0.50% 0.85% 73.89%
Supplies Training & Conferences Travel Expenses Total Administrative Expenses Board of Directors Board Conferences Board Elections/Lane County El Board Expenses - Other Board Meetings Total Board of Directors	559.90 409.00 50.40 \$23,087.26 85.00 7,389.37 290.00	2,000.00 10,000.00 10,000.00 \$122,000.00 10,000.00 10,000.00 10,000.00	0.00% 4.09% 0.50% 0.85% 73.89% 2.90%
Supplies Training & Conferences Travel Expenses Total Administrative Expenses Board of Directors Board Conferences Board Elections/Lane County El Board Expenses - Other Board Meetings Total Board of Directors Building Property & Maintenance	\$59.90 409.00 50.40 \$23,087.26 85.00 7,389.37 290.00 4,042.48 \$11,806.85	2,000.00 10,000.00 10,000.00 \$122,000.00 10,000.00 10,000.00 6,000.00 \$36,000.00	0.00% 4.09% 0.50% 0.85% 73.89% 2.90% 67.37%
Supplies Training & Conferences Travel Expenses Total Administrative Expenses Board of Directors Board Conferences Board Elections/Lane County El Board Expenses - Other Board Meetings Total Board of Directors Building Property & Maintenance Maintenance	559.90 409.00 50.40 \$23,087.26 85.00 7,389.37 290.00 4,042.48 \$11,806.85 7,621.96	2,000.00 10,000.00 10,000.00 \$122,000.00 10,000.00 10,000.00 6,000.00 \$36,000.00	0.00% 4.09% 0.50% 0.85% 73.89% 2.90% 67.37%
Supplies Training & Conferences Travel Expenses Total Administrative Expenses Board of Directors Board Conferences Board Elections/Lane County El Board Expenses - Other Board Meetings Total Board of Directors Building Property & Maintenance Maintenance Utilities	559.90 409.00 50.40 \$23,087.26 85.00 7,389.37 290.00 4,042.48 \$11,806.85 7,621.96 12,651.98	2,000.00 10,000.00 10,000.00 \$122,000.00 10,000.00 10,000.00 6,000.00 \$36,000.00 97,000.00 91,123.00	0.00% 4.09% 0.50% 0.85% 73.89% 2.90% 67.37%
Supplies Training & Conferences Travel Expenses Total Administrative Expenses Board of Directors Board Conferences Board Elections/Lane County El Board Expenses - Other Board Meetings Total Board of Directors Building Property & Maintenance Maintenance	559.90 409.00 50.40 \$23,087.26 85.00 7,389.37 290.00 4,042.48 \$11,806.85 7,621.96	2,000.00 10,000.00 10,000.00 \$122,000.00 10,000.00 10,000.00 6,000.00 \$36,000.00	0.00% 4.09% 0.50% 0.85% 73.89% 2.90% 67.37%
Supplies Training & Conferences Travel Expenses Total Administrative Expenses Board of Directors Board Conferences Board Elections/Lane County El Board Expenses - Other Board Meetings Total Board of Directors Building Property & Maintenance Maintenance Utilities	559.90 409.00 50.40 \$23,087.26 85.00 7,389.37 290.00 4,042.48 \$11,806.85 7,621.96 12,651.98	2,000.00 10,000.00 10,000.00 \$122,000.00 10,000.00 10,000.00 6,000.00 \$36,000.00 97,000.00 91,123.00	0.00% 4.09% 0.50% 0.85% 73.89% 2.90% 67.37%

	Current Period Jul 2025 Sep 2025 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
Workers Compensation	255,189.51	233,612.00	109.24%
Total Insurance	\$255,189.51	\$266,298.00	
Non Allocated			
Operating Contingency	0.00	50,000.00	0.00%
PERS UAL	151,000.00	23,23333	0.00%
Reserved for Future Expenditur	0.00	811,104.00	0.00%
Total Non Allocated	\$151,000.00	\$861,104.00	0.00 / 0
Operational Supplies	7-0-7-00	+/	
Equipment Maintenance	24,695.90	35,000.00	70.56%
iPads & Mounting Supplies	4,371.28	3,000.00	145.71%
Operational Supplies	819.91	3,000.00	0.00%
Personal Protection Equipment	1,860.86	35,000.00	5.32%
Small Tools	13.06	10,000.00	0.13%
		•	25.36%
Supply Room Cleaning Supplies Uniforms	3,803.41 1,216.49	15,000.00 30,000.00	4.05%
		<u>·</u>	₽.∪೨%
Total Operational Supplies	\$36,780.91	\$128,000.00	
Operations - Emergency Sevices	2.22	0.000.00	0.0004
Asset Management Services	0.00	8,000.00	0.00%
First Arriving	3,784.22	5,000.00	75.68%
ImageTrend	0.00	22,200.00	0.00%
Public Safety Answering Point	206,106.00	206,106.00	100.00%
Total Operations - Emergency Sevices	\$209,890.22	\$241,306.00	
Operations - Medical			
Hospital Transfer Meals	77.03	1,000.00	7.70%
Medical Gas/O2	4,337.19	25,000.00	17.35%
Medical Supplies	17,357.46	110,000.00	15.78%
MIH Expenses	35.78	1,000.00	3.58%
Pharmacy Expense	3,085.25	37,500.00	8.23%
Physician Advisor	6,000.00	24,000.00	25.00%
Total Operations - Medical	\$30,892.71	\$198,500.00	
Operations - Prevention/ Fire Investigation			
Fire Marshal Dues & Subscript	65.00	2,500.00	2.60%
Fire Prevention Software/iPADS	3,962.47	3,750.00	105.67%
Fire Prevention Supplies	26.36	5,000.00	0.53%
Fire Prevention Training	373.99	3,000.00	12.47%
Public Education Supplies	7,908.24	11,000.00	71.89%
Smoke Detector Expense	947.92	10,000.00	9.48%
Total Operations - Prevention/ Fire Investigation	\$13,283.98	\$35,250.00	
Operations - Recruitment		-	
Advertising & NTN Testing	0.00	1,000.00	0.00%
Pre-Employment Testing	650.00	7,000.00	9.29%
Total Operations - Recruitment	\$650.00	\$8,000.00	· ·
Operations - Training	+ 322.30	1-1	
Academy & EMT Scholarships	0.00	5,000.00	0.00%
Certification Renewals	312.50	7,650.00	4.08%
Conference & Travel	2,277.99	12,000.00	18.98%
Conscience & Havei	•	15,000.00	18.74%
Critical Care Paramedic Train			10.7 7 70
Critical Care Paramedic Train	2,811.03	•	
Critical Care Paramedic Train MIH Training Misc Training	2,811.03 0.00 0.00	1,500.00 700.00	0.00%

	Current Period Jul 2025 Sep 2025 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
Paramedic School - Career	0.00	6,000.00	0.00%
Reserve Training	0.00	2,500.00	0.00%
Target Solutions	0.00	12,845.00	0.00%
Training Equip & Supplies	898.14	5,000.00	17.96%
Total Operations - Training	\$6,550.86	\$77,195.00	17.50 /0
-	\$0,550.60	\$77,195.00	
Operations - Vehicles	17 401 21	70,000,00	24.070/
Fuel	17,481.31	70,000.00	24.97%
Repairs & Maintenance -Vehicle	20,644.51	180,000.00	11.47%
Total Operations - Vehicles	\$38,125.82	\$250,000.00	
Payroll Taxes & Benefits			
457 Plans	981.87		0.00%
Cell Phone Stipend	4,650.00	25,800.00	18.02%
Health & Wellness	3,352.20	43,469.00	7.71%
Health Insurance	202,573.32	921,938.00	21.97%
HRA VEBA	106,000.00	96,000.00	110.42%
Life & Accident	0.00	24,633.00	0.00%
LOSAP	7,273.74	3,000.00	242.46%
Paid Leave OR	7,160.51	27,185.00	26.34%
Payroll Taxes	85,379.07	316,785.00	26.95%
PERS	337,876.61	1,252,371.00	26.98%
Provident AD & D- A & H	0.00	17,526.00	0.00%
Total Payroll Taxes & Benefits		\$2,728,707.00	0.0070
Personnel Services	4.00/	4 -72-072-021-00	
Administrative Staff	46,955.90	214,414.00	21.90%
Captains	57,888.83	314,213.00	18.42%
Conflagration	0.00	50,000.00	0.00%
Deputy Chief	56,188.52	140,421.00	40.01%
Duty Chief Stipends	4,550.00	18,200.00	25.00%
Fire & EMS Chief	45,540.28	•	31.31%
	•	145,451.00	
Fire Inspector	9,722.72	F0 001 00	0.00%
Fire Prevention	0.00	58,891.00	0.00%
Firefighter/Engineers	86,113.15	336,425.00	25.60%
Firefighter/Paramedics	205,837.45	936,367.00	21.98%
Lieutenants	95,289.39	271,133.00	35.14%
Logistics Chief	30,242.41	105,455.00	28.68%
Mobile Integrated Health	17,698.30	68,930.00	25.68%
Office Manager	24,029.46	96,103.00	25.00%
Overtime - Wages	204,832.30	550,000.00	37.24%
Part Time EMT/Paramedics	42,113.77	250,000.00	16.85%
Part Time Firefighters	74,501.97	250,000.00	29.80%
Reserve Volunteers	923.50	30,000.00	3.08%
Shift Stipends	4,775.00		0.00%
Single Role Paramedic	37,295.24	174,200.00	21.41%
Training Division Chief	0.00	130,784.00	0.00%
Total Personnel Services		\$4,140,987.00	
Drofossianal Comissa	-		
Protessional Services		11,500.00	8.70%
Audit	1,000.00		2 0 /0
Audit	1,000.00 20.255.35		23 92%
Billing Service	20,255.35	84,666.00	23.92% 66.29%
Audit Billing Service Business Consulting	20,255.35 3,314.50	84,666.00 5,000.00	66.29%
Audit Billing Service	20,255.35	84,666.00	

Statement of Revenue and Expenditures

Other Professional Services (50.40) 0.00% Payroll Service 2,132.80 12,000.00 17.77% Peer Support/ Temporay Service 1,150.00 10,000.00 11.50% Technology Computers 0.00 10,000.00 0.00% Internet 4,791.16 16,000.00 29.94% IT Services 13,704.48 65,000.00 21.08% Software & Licenses 11,876.19 50,000.00 23.75%	25 Jun 2026 Percent of	.5 .5	Current Peri Jul 20: Sep 20: Actu
Peer Support/ Temporay Service 1,150.00 10,000.00 11.50% Total Professional Services \$28,522.25 \$207,166.00 Technology Computers 0.00 10,000.00 0.00% Internet 4,791.16 16,000.00 29.94% IT Services 13,704.48 65,000.00 21.08%	40) 0.00%	ງ)	Other Professional Services (50.4)
Total Professional Services \$28,522.25 \$207,166.00 Technology Computers 0.00 10,000.00 0.00% Internet 4,791.16 16,000.00 29.94% IT Services 13,704.48 65,000.00 21.08%	.80 12,000.00 17.77%	03	Payroll Service 2,132.
Technology Computers 0.00 10,000.00 0.00% Internet 4,791.16 16,000.00 29.94% IT Services 13,704.48 65,000.00 21.08%	.00 10,000.00 11.50%	10	Peer Support/ Temporay Service 1,150.
Computers 0.00 10,000.00 0.00% Internet 4,791.16 16,000.00 29.94% IT Services 13,704.48 65,000.00 21.08%	25 \$207,166.00	.5	Total Professional Services \$28,522.2
Internet 4,791.16 16,000.00 29.94% IT Services 13,704.48 65,000.00 21.08%			Technology
IT Services 13,704.48 65,000.00 21.08%	.00 10,000.00 0.00%	10	Computers 0.
·	.16 16,000.00 29.94%	.6	Internet 4,791.
Software & Licenses 11,876.19 50,000.00 23.75%	.48 65,000.00 21.08%	8	IT Services 13,704.
	.19 50,000.00 23.75%	.9	Software & Licenses 11,876.
Telephones & Cell Phones 7,342.68 29,892.00 24.56%	.68 29,892.00 24.56%	8	Telephones & Cell Phones 7,342.
Website 600.00 5,000.00 12.00%	.00 5,000.00 12.00%	10	Website 600.
Total Technology \$38,314.51 \$175,892.00	51 \$175,892.00	1	Total Technology \$38,314.
Expenses \$2,664,114.33 \$9,664,528.00	33 \$9,664,528.00	3 \$	Expenses \$2,664,114.3
Revenue Less Expenditures (\$1,659,688.04) (\$768,303.00)	(\$768,303.00)) (Revenue Less Expenditures (\$1,659,688.0
Net Change in Fund Balance (\$1,659,688.04) (\$768,303.00)	(\$768,303.00)) (Net Change in Fund Balance (\$1,659,688.0
Fund Balances			und Balances
Beginning Fund Balance 6,900,107.08 0.00%	.08 0.00%	18	Beginning Fund Balance 6,900,107.
Net Change in Fund Balance (1,659,688.04) (768,303.00) 0.00%	04) (768,303.00) 0.00%	1)	Net Change in Fund Balance (1,659,688.0
Ending Fund Balance 5,240,419.04 0.00%	.04 0.00%)4	Ending Fund Balance 5,240,419.

Report Options
Fund: General Fund

Period: 7/1/2025 to 9/30/2025 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 MASTER

Account Number		Current Period Jul 2025 Sep 2025 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
	P.A			
evenue & Expend	litures			
Revenue				
-	Health & Human Services			
4300	Grant Income	106,117.73	388,270.00	27.33%
	Lane County Health & Human Services Totals	\$106,117.73	\$388,270.00	
Other WLCR				
4120	Medicaid	2.35		0.00%
4405	Reimbursements and Refunds	15.00		0.00%
	Other WLCR Totals	\$17.35	¢200 270 00	
	Revenue	\$106,135.08	\$388,270.00	
_	Gross Profit	\$106,135.08	\$388,270.00	
Expenses				
•	Health & Human Services			
7420	Business Consulting	10,749.10	90,000.00	11.94%
5671	Cell Phone Stipend	550.00	4,350.00	12.64%
6101	Conference & Travel	14.95	2 000 00	0.00%
6005	Fuel	320.85	3,000.00	10.70%
5610	Health Insurance	4,064.01	23,974.00	16.95%
5620 7205	HRA VEBA IT Services	4,000.00 67.92		0.00%
6111		0.00	12,000,00	0.00%
7900	Misc Training Other Eveneses	0.00	12,000.00 600.00	0.00% 0.00%
5600	Other Expenses Payroll Taxes	5,200.91	33,633.00	15.46%
5605	PERS	6,945.69	60,684.00	11.45%
6602	Pre-Employment Testing	96.00	00,004.00	0.00%
7204	Software & Licenses	45.24		0.00%
7200	Technology/Computers	3,247.10	48,217.00	6.73%
7202	Telephones & Cell Phones	64.45	5,700.00	1.13%
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	17,350.67	84,972.00	20.42%
5325	WLCR Workers - Hourly	17,351.53	64,237.00	27.01%
5330	WLCR Workers - Shifts	39,751.63	136,875.00	29.04%
	Lane County Health & Human Services Totals	\$109,820.05	\$621,773.00	
PeaceHealth	Foundation			
7115	Supplies	(80.96)		0.00%
	PeaceHealth Foundation Totals	(\$80.96)		
SAMHSA Gran	t			
7130	Advertising	10,740.00		0.00%
6601	Advertising & NTN Testing	5,400.00		0.00%
7420	Business Consulting	24,268.40		0.00%
5671	Cell Phone Stipend	250.00		0.00%
6101	Conference & Travel	7,424.61		0.00%
7106	Education Reimbursement	5,634.30		0.00%
6005	Fuel	73.30		0.00%
5610	Health Insurance	5,468.96		0.00%
5620	HRA VEBA	6,900.00		0.00%
7205	IT Services	165.00		0.00%
7102	Membership Dues	273.65		0.00%
5600	Payroll Taxes	4,587.16		0.00%

WLCR Fund Statement of Revenue and Expenditures

Account Number		Current Period Jul 2025 Sep 2025 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
5605	PERS	16,009.21		0.00%
7204	Software & Licenses	75.00		0.00%
7115	Supplies	697.97		0.00%
7202	Telephones & Cell Phones	44.16		0.00%
7110	Travel Expenses	705.76		0.00%
5310	WLCR Full Time Staff	37,307.32		0.00%
	SAMHSA Grant Totals	\$126,024.80		
	Expenses	\$235,763.89	\$621,773.00	
	Revenue Less Expenditures	(\$129,628.81)	(\$233,503.00)	
	Net Change in Fund Balance	(\$129,628.81)	(\$233,503.00)	
Fund Balances				
	Beginning Fund Balance	20,338.97		0.00%
	Net Change in Fund Balance	(129,628.81)	(233,503.00)	0.00%
	Ending Fund Balance	(109,289.84)		0.00%

General Fund, WLCR Fund Bank Register 9/1/2025 to 9/30/2025

	Transaction		Deposit	Deposit	Receipts	Checks &		
<u>Date</u>	Number	Name / Description	Date	Number	& Credits	Payments	Balance	
001 Checking	5400							
General Fund	5 100							
General Fund		Paginning Palanca			0.00	0.00	020 722 00	
9/3/2025	ACH	Beginning Balance U.S. Bank Credit Card			0.00	17,474.02	830,723.08 813,249.06	
	12593				0.00	200.00	•	
9/4/2025		Westcoast Media Group,					813,049.06	
9/4/2025	00000	Les Schwab Warehouse			119.95 0.00	0.00	813,169.01	
9/4/2025	12592	U.S. Bank Equipment				191.00	812,978.01	
9/4/2025	12588	MacKenzie Jeffcott			0.00	51.29	812,926.72	
9/4/2025	12590	Special Districts Insurance			0.00	68,783.00	744,143.72	
9/4/2025	ACH 09042025				37,727.75	0.00	781,871.47	
9/4/2025	ACH 9-4-25	Taxes JE			3,112.51	0.00	784,983.98	
9/4/2025	12580	AFLAC			0.00	678.50	784,305.48	
9/4/2025	CL JE 9-4-25	CL JE			0.00	402,299.58	382,005.90	
9/4/2025	ACH CL IAP 09-				289.75	0.00	382,295.65	
9/4/2025	Aug 2025	VOYA			0.00	5,816.00	376,479.65	
9/4/2025	Aug. 2025	VALIC			0.00	525.00	375,954.65	
9/4/2025	Aug. 2025	IAFF Local 851			0.00	3,351.12	372,603.53	
9/4/2025	Aug. 2025	IAFF Local 851			0.00	99.50	372,504.03	
9/4/2025	Aug. 2025	Oregon Savings Growth			0.00	3,429.58	369,074.45	
9/4/2025	12587	Karen Wilhite			0.00	1,222.00	367,852.45	
9/4/2025	12586	Henry Schein, Inc.			0.00	1,873.60	365,978.85	
9/4/2025	12585	Florence True Value			0.00	5.99	365,972.86	
9/4/2025	12584	Country Media, Inc.			0.00	24.91	365,947.95	
9/4/2025	12583	Chase McCord			0.00	38.67	365,909.28	
9/4/2025	12582	CARSON (CECO)			0.00	3,133.00	362,776.28	
9/4/2025	12581	Airgas USA LLC			0.00	1,246.42	361,529.86	
9/4/2025	12579	4 Color Pro			0.00	5,591.90	355,937.96	
9/9/2025	000044	Multiple Income	9/9/2025	000021	240.00	0.00	356,177.96	
9/10/2025	000045	Michael Lalor	9/17/2025	000023	106.41	0.00	356,284.37	
9/11/2025	000046	OHSU	9/17/2025	000023	6,000.00	0.00	362,284.37	
9/11/2025	12595	AmeriGas			0.00	149.75	362,134.62	
9/11/2025	12620	Vend West Services Inc			0.00	358.70	361,775.92	
9/11/2025	12619	The Shippin' Shack			0.00	21.27	361,754.65	
9/11/2025	12618	Systems Design			0.00	7,674.92	354,079.73	
9/11/2025	12617	Stericycle, Inc (Shred-It)			0.00	132.22	353,947.51	
9/11/2025	12616	Stepup IT Services LLC			0.00	343.79	353,603.72	

General Fund, WLCR Fund Bank Register 9/1/2025 to 9/30/2025

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance	
9/11/2025	12615	Standard Insurance			0.00	4,600.80	349,002.92	
9/11/2025	12614	South Coast Water			0.00	50.80	348,952.12	
9/11/2025	12613	Siuslaw Valley Firefighter			0.00	36.00	348,916.12	
9/11/2025	12612	Shervin's Automotive, Inc.			0.00	121.00	348,795.12	
9/11/2025	12611	SCBA Sales & Rental Co			0.00	5,683.83	343,111.29	
9/11/2025	12610	Quill, LLC			0.00	130.17	342,981.12	
9/11/2025	12609	Professional Sales and			0.00	620.00	342,361.12	
9/11/2025	12608	Pest Tech			0.00	465.00	341,896.12	
9/11/2025	12607	OFDDA-LOSAP TRUST			0.00	125.00	341,771.12	
9/11/2025	12604	Local Government Law			0.00	720.00	341,051.12	
9/11/2025	12603	Jennifer Graham			0.00	300.00	340,751.12	
9/11/2025	12602	Henry Schein, Inc.			0.00	2,699.95	338,051.17	
9/11/2025	12601	Florence True Value			0.00	779.36	337,271.81	
9/11/2025	12600	Davison Auto Parts			0.00	167.91	337,103.90	
9/11/2025	12599	Coast Broadcasting			0.00	250.00	336,853.90	
9/11/2025	12598	Chuck's Plumbing Inc			0.00	310.00	336,543.90	
9/11/2025	12597	Christoffer Poulsen			0.00	2,000.00	334,543.90	
9/12/2025	ACH	PERS			0.00	7,629.69	326,914.21	
9/16/2025	000047	William J Yeo	9/17/2025	000023	288.00	0.00	327,202.21	
9/16/2025	Conflag	State of OR - Fire Marshal	9/17/2025	000022	11,378.03	0.00	338,580.24	
9/16/2025	12624	RICOH			0.00	272.49	338,307.75	
9/16/2025	12621	Jessica Marchinski			0.00	6,000.00	332,307.75	
9/17/2025	ACH	ADP Payroll Services			0.00	717.20	331,590.55	
9/17/2025	000048	Multiple Income	9/17/2025	000023	3,400.00	0.00	334,990.55	
9/18/2025	12638	Les Schwab Warehouse			0.00	4,743.12	330,247.43	
9/19/2025	000054	Aptive Resources			750.00	0.00	330,997.43	
9/22/2025	PERS	Siuslaw Valley Fire and			151,000.00	0.00	481,997.43	
9/23/2025	OFFSET 09-23	- WLFEA Petty Cash			0.00	0.00	481,997.43	
9/24/2025	000050	Multiple Income	9/24/2025	000024	815.00	0.00	482,812.43	
9/25/2025	12648	Western Lane Ambulance	•		0.00	390.00	482,422.43	
9/25/2025	12647	Vend West Services Inc			0.00	269.10	482,153.33	
9/25/2025	12646	Stepup IT Services LLC			0.00	4,164.70	477,988.63	
9/25/2025	12644	Shervin's Automotive, Inc.			0.00	325.00	477,663.63	
9/25/2025	12643	Passageways Inc			0.00	4,042.48	473,621.15	
9/25/2025	12642	PacificSource			0.00	545.00	473,076.15	
9/25/2025	12641	On Spot Security			0.00	1,100.00	471,976.15	
9/25/2025	12640	OBOA			0.00	295.00	471,681.15	

General Fund, WLCR Fund Bank Register 9/1/2025 to 9/30/2025

		Transaction	Name / Description	Deposit	Deposit	Receipts	Checks &	Dalamas
	Date 0/25/2025	Number 12639	Name / Description Lighthouse Electrical	Date	Number	& Credits 0.00	Payments 473.84	Balance 471,207.31
)/25/2025	12637	L.N. Curtis and Sons			0.00	623.32	470,583.99
)/25/2025	12636	Henry Schein, Inc.			0.00	836.33	469,747.66
)/25/2025	12635	Florence True Value			0.00	386.19	469,361.47
)/25/2025	12634	Donald Quinn			0.00	607.40	468,754.07
)/25/2025	12633	Colten Griswold			0.00	330.75	468,423.32
)/25/2025	12632	Coastal Paper & Supply			0.00	566.76	467,856.56
)/25/2025	12631	Chuck's Plumbing Inc			0.00	322.00	467,534.56
)/25/2025	12630	CARSON (CECO)			0.00	2,949.22	464,585.34
)/25/2025	12629	Bales Appliance			0.00	350.00	464,235.34
)/25/2025	12628	Angie's Alterations			0.00	88.00	464,147.34
)/25/2025	12627	Ali Gharib			0.00	238.00	463,909.34
)/25/2025	12626	Airgas USA LLC			0.00	284.46	463,624.88
)/25/2025	12625	4 Color Pro			0.00	698.88	462,926.00
)/26/2025	ACH	PERS			0.00	109,688.12	353,237.88
)/29/2025	ACH	Oregon Pacific Bank			800,000.00	0.00	1,153,237.88
)/30/2025					19.83	0.00	1,153,257.71
,				Gene	eral Fund Totals	\$1,015,247.23	\$692,712.60	\$1,153,257.71
WI C	R Fund							
	ix i dila		Beginning Balance			0.00	0.00	(34,280.52)
9)/3/2025	ACH	U.S. Bank Credit Card			0.00	2,593.10	(36,873.62)
)/4/2025	00000	Les Schwab Warehouse			80.96	0.00	(36,792.66)
)/4/2025	12591	Three Rivers Casino			0.00	700.00	(37,492.66)
)/4/2025	12589	Qualifacts Systems LLC			0.00	1,247.10	(38,739.76)
)/4/2025	12590	Special Districts Insurance			0.00	4,738.47	(43,478.23)
)/4/2025	ACH 09042025				0.00	37,727.75	(81,205.98)
)/4/2025	ACH 9-4-25	Taxes JE			0.00	3,112.51	(84,318.49)
)/4/2025	12582	CARSON (CECO)			0.00	28.41	(84,346.90)
9)/11/2025	12605	Maria B. Spetalnik			0.00	800.00	(85,146.90)
9	/11/2025	ACH	HRA VEBA Trust			0.00	300.00	(85,446.90)
9)/11/2025	12606	Montana G Trotta			0.00	1,100.00	(86,546.90)
9	/11/2025	12596	bio-MED			0.00	32.00	(86,578.90)
9	/16/2025	12623	Qualifacts Systems LLC			0.00	2,000.00	(88,578.90)
9	/16/2025	12622	Pacific Research &			0.00	12,134.20	(100,713.10)
9)/25/2025	12645	Siuslaw Consulting			0.00	2,400.00	(103,113.10)
9)/25/2025	ACH	Western Lane Fire & EMS			0.00	792.00	(103,905.10)

10/14/2025 **WLFEA** Page 4 of 4 3:53 PM

General Fund, WLCR Fund Bank Register 9/1/2025 to 9/30/2025

7	Transaction	Transaction		Deposit	Deposit	Receipts	Checks &	
	Date	Number	Name / Description	Date	Number	& Credits	Payments	Balance
g	9/25/2025	12646	Stepup IT Services LLC			0.00	112.68	(104,017.78)
9	9/25/2025	12630	CARSON (CECO)			0.00	77.86	(104,095.64)
g	9/25/2025	12625	4 Color Pro			0.00	459.00	(104,554.64)
g	9/26/2025	ACH	PERS			0.00	7,630.50	(112,185.14)
9	9/30/2025	12651	West Coast Media Group			0.00	200.00	(112,385.14)
9	9/30/2025	12650	RELIAS, LLC			0.00	181.44	(112,566.58)
g	9/30/2025	12649	Coast Broadcasting			0.00	300.00	(112,866.58)
				WL	CR Fund Totals	\$80.96	\$78,667.02	(\$112,866.58)
				1001 Checkir	g 5400 Totals	\$1,015,328.19	\$771,379.62	\$1,040,391.13
1010 LG	GIP 6553	}						
Gene	eral Fund							
			Beginning Balance			0.00	0.00	476,399.84
g	9/23/2025	000052	Western Lane Ambulance			400,000.00	0.00	876,399.84
g	9/23/2025	000051	Siuslaw Valley Fire and			400,000.00	0.00	1,276,399.84
g	9/29/2025	ACH	Oregon Pacific Bank			0.00	800,000.00	476,399.84
g	9/30/2025					2,506.37	0.00	478,906.21
g	9/30/2025					0.00	0.05	478,906.16
				Gene	ral Fund Totals	\$802,506.37	\$800,000.05	\$478,906.16
				1010 LG	P 6553 Totals	\$802,506.37	\$800,000.05	\$478,906.16
1060 W	LFEA - W	LCR 2199						
	R Fund							
VV LC	ax i uiiu		Beginning Balance			0.00	0.00	2.48
c	9/15/2025	000049	Pacific Source Community	,		0.00	0.00	2.60
	9/15/2025	000049	Pacific Source Community			0.12	0.00	2.71
3	3/23/2023	000000	r acinc Source Community		CR Fund Totals	\$0.23	\$0.00	\$2.71
			1060		CR 2199 Totals	\$0.23	\$0.00	\$2.71
			1000	, WLFEA - WLC	_		1	
					Report Totals	\$1,817,834.79	\$1,571,379.67	\$1,519,300.00

Records included in total = 121

Report Options

Trans Date: 9/1/2025 to 9/30/2025

Display Notation: No

Policy Manual

Use of Authority-Owned and Personal Property

700.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the care and maintenance of authority property entrusted to authority members and the return of authority property upon separation from employment or affiliation with the Authority. This policy also provides guidelines for members to claim damage to or loss of personal property used in an occupational capacity.

700.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority to issue equipment to members for the purpose of performing their assigned duties. Members shall be responsible for the safekeeping, serviceable condition, proper care, use and request for replacement of all authority property issued or entrusted to their care. A member's intentional or negligent abuse or misuse of authority property may lead to discipline, including, but not limited to, the cost of repair or replacement of the property, and up to and including termination.

700.3 PROCEDURE

The following procedures shall be in effect regarding authority property issued to members:

- (a) Members shall promptly report via the chain of command any loss, damage to, or unserviceable condition of authority-issued property or equipment assigned for member use.
- (b) The use of damaged or unserviceable authority property should be discontinued as soon as practicable and a supervisor notified so that the item may be replaced.
- (c) No member should attempt to repair damaged or unserviceable authority property without supervisory approval.
- (d) Use of authority property should be limited to official purposes in the capacity for which it was designed. Except when otherwise directed and/or required by circumstances, authority property shall only be used by the member to whom it was assigned.
- (e) Authority property should not be discarded, sold, traded, donated, destroyed or otherwise disposed of without supervisory approval.

700.3.1 SURRENDERING DEPARTMENT PROPERTY UPON SEPARATION

Members who separate from the Authority shall return all authority property, regardless of its condition. The following guidelines should apply:

- (a) All authority property, including keys, identification cards, electronic devices and system access cards shall be returned to the Authority no later than the member's departure date or as directed by the Fire & EMS Chief or the authorized designee.
- (b) Badge surrender shall be consistent with the Badges Policy.

Policy Manual

Use of Authority-Owned and Personal Property

(c) A member who fails to return all authority property in his/her possession may be required to reimburse the Authority for the value of the property or may be subject to legal action brought by the Authority.

700.4 FILING CLAIMS FOR PERSONAL PROPERTY

Members are responsible for exercising reasonable care and caution to avoid damage to or loss of personal property while on-duty. However, consistent with collective bargaining agreements, and Authority and authority rules, personal property that is lost or damaged during the proper performance of a member's job duties may be replaced or the cost reimbursed by the Authority or authority when such loss or damage is not the result of intentional or negligent abuse or misuse by the member.

Any claim for the replacement or cost reimbursement for damage to or loss of a member's personal property must be submitted on the proper claim form, to the member's immediate supervisor.

The supervisor is responsible for reviewing the claim to assess whether the lost or damaged property was reasonably required for the proper performance of the member's job duties. The supervisor will make a determination as to whether reasonable care was taken to prevent loss or damage and whether proper procedures were followed just prior to the occurrence of the loss or damage. A supervisor may direct a member to submit additional details in a separate written report, if needed.

If approved, the supervisor will forward the claim and related reports to aChief Officer, who will determine the appropriate reimbursement value of the property and will forward the claim for payment to the proper entity.

700.4.1 COVERED PERSONAL PROPERTY

Property that is necessary in the performance of the member's job duties or has been specifically stipulated by a collective bargaining agreement should be considered a covered item. The age and condition of the damaged or lost property should be considered when determining replacement or reimbursement value.

The member must demonstrate that the damaged or lost property is directly related to the proper performance of the member's duties.

700.4.2 EXCLUDED PERSONAL PROPERTY ITEMS

Members are discouraged from wearing expensive jewelry or watches or bringing personal property items to the workplace that may be damaged, lost or stolen. Personal property that is not eligible for replacement or reimbursement includes:

- (a) Any personal property that is lost or damaged directly or indirectly due to negligence of the member.
- (b) Personal computers, communication devices, cell phones, MP3 players, GPS devices or any other electronic devices that the member voluntarily brings to the workplace and that are not required by the Authority for the performance of the member's duties.

Policy Manual

Use of Authority-Owned and Personal Property

- (c) Any personal property used in place of authority-issued property, unless required by the Authority.
- (d) Any jewelry, with the exception of watches, which should not exceed a \$100 reimbursement.

700.4.3 PERSONAL VEHICLES

The Authority will not provide vehicle insurance coverage for members who use their personal vehicles for authority business. All members must rely on their personal vehicle insurance carrier for replacement or cost reimbursement of damage to or loss of a personal vehicle. Members using a personal vehicle for authority business shall have the minimum evidence of financial responsibility required for that vehicle (ORS 806.070: ORS 806.080).

700.4.4 LOSS OR DAMAGE OF PROPERTY OF ANOTHER

Members intentionally or unintentionally may cause damage to the real or personal property of another while performing their duties. Any member who damages or causes to be damaged any real or personal property of another while performing any authority function, regardless of jurisdiction, shall report it as provided below:

- (a) A verbal report should be made to the member's immediate supervisor as soon as practicable.
- (b) A written report should be submitted before the member goes off-duty or within the time frame directed by the supervisor to whom the verbal report was made.

700.4.5 DAMAGE BY PERSON OF ANOTHER AGENCY

If members of another jurisdiction cause damage to real or personal property belonging to the Authority, it shall be the responsibility of the member present or the member responsible for the property to make a verbal report to his/her immediate supervisor as soon as practicable. The member shall submit a written report before going off-duty or as otherwise directed by the supervisor.

All reports should be completed immediately after the incident or as soon as practicable if extenuating circumstances delay the member's ability to complete the report.

All reports, including the supervisor's written report, shall promptly be forwarded to the appropriate Division Chief.

Policy Manual

Personal Communication Devices

701.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of mobile telephones and communication devices, whether issued or funded by the Authority or personally owned, while onduty or when used for authorized work-related purposes.

This policy generically refers to all such devices as Personal Communication Devices (PCDs) but is intended to include all mobile telephones, personal digital assistants (PDAs), and similar wireless two-way communications and/or portable internet access devices. PCD use includes but is not limited to placing and receiving calls, text messaging, blogging and microblogging, emailing, using video or camera features, playing games, and accessing sites or services on the internet.

701.2 POLICY

The Western Lane Fire and EMS Authority allows members to utilize authority-issued or funded PCDs and to possess personally owned PCDs in the workplace, subject to certain limitations. Any PCD used while on- or off-duty for business-related purposes, or reasonably associated with work-related misconduct, will be subject to monitoring and inspection consistent with applicable law and this policy.

Additionally, the use of a PCD either on-duty or off-duty for business-related purposes, or reasonably associated with work-related misconduct, may subject the member and the member's PCD records to civil or criminal discovery or disclosure under applicable public records laws.

Members who have questions regarding the application of this policy or the guidelines contained herein are encouraged to seek clarification from supervisory staff.

701.3 PRIVACY EXPECTATION

Members forfeit any expectation of privacy with regard to emails, texts, or anything published, shared, transmitted, or maintained through file-sharing software or any internet site that is accessed, transmitted, received, or reviewed on any PCD issued by the Authority and shall have no expectation of privacy in their location should the device be equipped with location-detection capabilities. This includes records of all keystrokes or web-browsing history made on the PCD. The fact that access to a database, service, or website requires a username or password will not create an expectation of privacy if it is accessed through authority PCDs or networks.

The Authority reserves the right to access, audit, and disclose, for whatever reason, any message, including attachments, and any information accessed, transmitted, received, or reviewed over any technology that is issued or maintained by the Authority.

Members have no expectation of privacy regarding any communications while using a personally owned PCD for authority-related business or when the use reasonably implicates work-related misconduct.

Policy Manual

Personal Communication Devices

701.4 AUTHORITY-ISSUED PCD

Depending on a member's assignment and the needs of the position, the Authority may, at its discretion, issue or fund a PCD for the member's use to facilitate on-duty performance. Authority-issued or funded PCDs may not be used for personal business either on- or off-duty unless authorized by the Fire & EMS Chief or the authorized designee. Such devices and the associated telephone number, if any, shall remain the sole property of the Authority and shall be subject to inspection or monitoring (including all related records and content) at any time without notice and without cause.

Unless a member is expressly authorized by the Fire & EMS Chief or the authorized designee for off-duty use of the PCD, the PCD will either be secured in the workplace at the completion of duty or will be turned off when leaving the workplace.

701.5 PERSONALLY OWNED PCD

Members may carry a personally owned PCD while on-duty, subject to the following conditions and limitations:

- (a) Permission to carry a personally owned PCD may be revoked if it is used contrary to provisions of this policy.
- (b) The Authority accepts no responsibility for loss of or damage to a personally owned PCD.
- (c) The PCD and any associated services shall be purchased, used, and maintained solely at the member's expense.
- (d) The device should not be used for work-related purposes except in exigent circumstances (e.g., unavailability of radio communications) or as otherwise authorized by authority procedures.
 - Use of a personally owned PCD for work-related business constitutes consent for the Authority to access the PCD to inspect and copy the work-related data (e.g., for litigation purposes, public records retention and release obligations, internal investigations).
 - 2. Use of and data within a personally owned PCD may be discoverable in cases when there is reason to believe it is associated with work-related misconduct.
 - Searches of a personally owned PCD by the Authority should be limited to those matters reasonably associated with the work-related business or work-related misconduct.
- (e) The device shall not be utilized to record or disclose any authority business-related information, including photographs, video, or the recording or transmittal of any information or material obtained or made accessible as a result of employment or appointment with the Authority, without the express authorization of the Fire & EMS Chief or the authorized designee.
- (f) If the PCD is carried on-duty, members will provide the Authority with the telephone number of the device.

Policy Manual

Personal Communication Devices

(g) All work-related documents, emails, photographs, recordings, and other public records created or received on a member's personally owned PCD should be transferred to the Western Lane Fire and EMS Authority no later than the end of the member's shift and deleted from the member's PCD as soon as reasonably practicable.

Except with prior express authorization from their supervisors, members are not obligated or required to carry, access, monitor, or respond to electronic communications using a personally owned PCD while off-duty. If a member is in an authorized status that allows for appropriate compensation consistent with policy or existing collective bargaining agreements, or if the member has prior express authorization from their supervisor, the member may engage in authority business-related communications. Should members engage in such approved off-duty communications or work, members entitled to compensation shall promptly document the time worked and communicate the information to their supervisors to ensure appropriate compensation. Members who independently document off-duty authority-related business activities in any manner shall promptly provide the Authority with a copy of such records to ensure accurate recordkeeping.

701.6 USE OF PCD

The following protocols shall apply to all PCDs that are carried while on-duty or used to conduct authority business:

- (a) A PCD shall not be carried in a manner that allows it to be visible while in uniform unless it is in an approved carrier.
- (b) All PCDs in the workplace shall be set to silent or vibrate mode.
- (c) A PCD may not be used to conduct personal business while on-duty except for brief personal communications (e.g., informing family of extended hours). Members shall endeavor to limit their use of PCDs to authorized break times unless an emergency exists.
- (d) Members may use a PCD to communicate with other personnel in situations where the use of radio communications is either impracticable or not feasible. PCDs should not be used as a substitute for, as a way to avoid, or in lieu of regular radio communications.
- (e) Members are prohibited from taking pictures, audio or video recordings, or making copies of any such picture or recording media unless it is directly related to official authority business. Disclosure of any such information to any third party through any means requires express authorization of the Fire & EMS Chief or the authorized designee.
- (f) Members will not access social networking sites for any purpose that is not official authority business. This restriction does not apply to a personally owned PCD used during authorized break times.
- (g) Using PCDs to harass, threaten, coerce, or otherwise engage in inappropriate conduct with any third party is prohibited. Any member having knowledge of such conduct shall promptly notify a supervisor.

Policy Manual

Personal Communication Devices

701.7 SUPERVISOR RESPONSIBILITIES

The responsibilities of supervisors include but are not limited to:

- (a) Ensuring that members under their command are provided appropriate training on the use of PCDs consistent with this policy.
- (b) Monitoring, to the extent practicable, PCD use in the workplace and taking prompt corrective action if a member is observed or reported to be improperly using a PCD.
 - 1. An investigation into improper conduct should be promptly initiated when circumstances warrant.
 - Before conducting any administrative search of a member's personally owned device, supervisors should consult with the Fire & EMS Chief or the authorized designee.

701.8 OFFICIAL USE

Members are reminded that PCDs are not secure devices and conversations may be intercepted or overheard. Caution should be exercised while utilizing PCDs to ensure that sensitive information is not inadvertently transmitted. As soon as reasonably possible, members shall conduct sensitive or private communications on a land-based or other authority communications network.

701.9 USE WHILE DRIVING

The use of a PCD while driving can adversely affect safety, cause unnecessary distractions, and present a negative image to the public. Firefighters operating emergency vehicles should restrict the use of these devices to matters of an urgent nature and should, where practicable, stop the vehicle at an appropriate location to use the PCD.

Except in an emergency, members who are operating vehicles that are not equipped with lights and siren shall not use a PCD while driving unless the device is specifically designed and configured to allow hands-free use (ORS 811.507). Hands-free use should be restricted to business-related calls or calls of an urgent nature.

Policy Manual

Vehicle Inspections, Testing, Repair and Maintenance

702.1 PURPOSE AND SCOPE

The purpose of this policy is to establish the inspection, testing, repair and maintenance responsibilities of members with regard to authority vehicles and apparatus. Vehicles and apparatus shall comply with all regulations and statutes specified in Oregon law. Inspections also ensure that vehicles and apparatus are properly equipped, maintained and refueled and present a professional appearance (OAR 437-002-0182).

702.1.1 DEFINITIONS

Definitions related to this policy include (OAR 437-002-0182(3)):

Aerial device - An aerial ladder, elevating platform, aerial ladder platform or water tower that is designed to position personnel, handle materials, provide egress and discharge water.

Apparatus - A mobile piece of firefighting or EMS equipment (e.g. pumper, water tender, ambulance).

In-reserve - Any emergency vehicle that, while not currently staffed, is ready for service or deployment as needed, regardless of whether it is fully equipped with tools and equipment.

In-service - Any vehicle or apparatus that is either staffed or cross-staffed by members of the DivisionFiteSuppression Division or that is pre-positioned to be readily available to on-duty DivisionFiteSuppression personnel for calls for service (e.g., airport rescue, firefighting apparatus).

Staff vehicles - Authority vehicles, emergency or not, assigned to members for their use during official authority business.

702.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority that all vehicles and apparatus comply with the applicable federal and state vehicle operating and safety criteria. All vehicles and apparatus should be inspected, tested, maintained and repaired, including in-service and inreserve apparatus in accordance with OAR 437-002-0182. Vehicles and apparatus that are out of service for testing, maintenance or repair need not be inspected until they are returned to service or released to in-reserve status.

702.3 PROCEDURE

702.3.1 APPARATUS DAILY INSPECTIONS

Operators should be responsible for conducting a daily inspection of all apparatus that has been established by the Authority and includes all of the items and provisions identified to ensure safe operational status. An inspection list is detailed in the current version of the Oregon Commercial Driver Manual or in the applicable sections of NFPA 1002, 2009 edition. The authority apparatus daily inspection list shall be approved by the Fire & EMS Chief.

Policy Manual

Vehicle Inspections, Testing, Repair and Maintenance

When an apparatus becomes inoperative or in need of a repair that affects safe operation, the Company Officer shall be immediately notified. Based on the determination of the Company Officer, if the apparatus cannot be used in a safe manner, it shall be immediately removed from service (OAR 437-002-0182(25)).

An apparatus shall be considered unsafe and placed out of service if deficiencies are detected in one or more of the following areas:

- Brake system
- Cab and/or body mounting
- Steering
- Door latches
- Suspension
- Safety belts
- Wheels or tires (OAR 437-002-0182(27))
- Windshield, windshield wipers or defroster
- Throttle
- Transmission or driveline

Other deficiencies may or may not require an apparatus to be placed out of service. Any safety-related deficiency that does not require the apparatus to be taken out of service shall be repaired as quickly as possible.

702.3.2 STAFF VEHICLE DAILY INSPECTIONS

Members who are assigned staff vehicles should be responsible for the inspection and daily maintenance of their assigned vehicles. Daily maintenance should include checking and maintaining engine and transmission fluids, checking and maintaining tire inflation pressure, monitoring tire wear and any other inspection needed to ensure the safe operation of the vehicle.

Any vehicle issues discovered during inspection should be promptly addressed. When a vehicle becomes inoperative or in need of a repair that affects the safe operation of the vehicle, it should be immediately removed from service for repair.

702.3.3 MONTHLY INSPECTIONS

Apparatus shall be inspected pursuant to a scheduled monthly maintenance check. Additionally, a maintenance check on apparatus should occur each time the apparatus is returned to the Western Lane Fire and EMS Authority following an emergency response, drill or test drive (OAR 437-002-0182(26)).

Members also are responsible for completing a monthly inspection and equipment inventory for each assigned apparatus and vehicle and documenting it on the appropriate inspection form.

Policy Manual

Vehicle Inspections, Testing, Repair and Maintenance

When completed, the form should be forwarded to the Division Chief in the member's chain of command.

702.3.4 ANNUAL SERVICE, TESTING AND REPAIR

Fire pumps on apparatus shall be tested as specified in NFPA 1911. Annual inspections and service tests required for aerial devices shall be performed by a qualified person according to the recommendations of NFPA 1911 (OAR 437-002-0182(28)).

All repairs and preventive maintenance to apparatus shall be made by personnel deemed qualified by the registered owner of the apparatus. Where structural defects are found in critical components of an aerial device, the repairs must be tested and certified according to NFPA 1911 (OAR 437-002-0182(28)).

702.4 RECORDS

The Authority shall maintain a written record of inspections, testing, repairs and maintenance for each vehicle or apparatus using the appropriate forms for the vehicle type. Completed inspection forms should be forwarded to the Operations Division Chief and retained by the Authority based on established records retention schedules (OAR 437-002-0182(26)).

A permanent record of tests and repairs of all aerial devices shall be maintained (OAR 437-002-0182(28)).

Policy Manual

Use of Authority Vehicles

703.1 PURPOSE AND SCOPE

The purpose of this policy is to establish the procedures for the off-duty use of authority assigned emergency response vehicles. The use of assigned emergency response vehicles is an essential component of the authority's recall program, which ensures resources are available in the event of an emergency or critical incident. To facilitate faster response to recalls or for other legitimate authority needs, members may be allowed to take authority assigned emergency response vehicles home. These vehicles provide the means to respond directly to an incident without first diverting to a station to retrieve a vehicle and/or needed equipment.

703.1.1 DEFINITIONS

Definitions related to this policy include:

Emergency response vehicle - A vehicle owned by the Authority that is authorized for commuting between work and home and/or off-duty use. Authority vehicles secured at a location other than the member's assigned work location for the purpose of shortening a member's commute shall also be considered emergency response vehicles.

Emergency recall - A member's assignment requires immediate response during off-duty hours to other than the member's normal work location to handle an emergency action.

Investigative recall - A member's assignment requires timely response during off-duty hours to other than the member's normal work location to handle a fire investigation.

703.2 POLICY

The Authority provides vehicles for official business use and may assign emergency response vehicles based on its determination of operational efficiency, economic impact to the Authority, emergency and investigative recall, and other considerations.

703.3 PROCEDURE

Authority members authorized to use assigned emergency response vehicles must adhere to the following guidelines:

- (a) Vehicles shall only be used for official business and, when approved, for commuting to allow members to respond to authority-related business and recall to duty outside their regular work hours. The Fire & EMS Chief and Operations Chief are expected to use their assigned vehicle whenever possible when in the District including running errands or other personal trips.
- (b) Members authorized to use assigned emergency response vehicles are to monitor the radio whenever they are operating the vehicle. They are to make appropriate notification or take appropriate action on any fire or EMS-related matter that may come to their attention via the radio or through personal observation.

- (c) Authority members are prohibited from driving authority vehicles any time their driving ability may be impaired by prescription or non-prescription drugs or alcoholic beverages.
- (d) Members operating authority-owned vehicles shall not permit persons other than authority members or persons required to be conveyed in the performance of duty, or as otherwise authorized, to ride as a passenger in their vehicle.
- (e) Authority assigned emergency response vehicles are to be left at an Authority facility during vacations or other periods of leave in excess of seven days unless approved by the Fire & EMS Chief or the authorized designee.
- (f) Authority members shall not relinquish control of, nor allow any person to operate, authority vehicles if that person is not a member of the Authority, except in the case of an emergency where the member is unable to drive him/herself.

703.3.1 ASSIGNED VEHICLE AGREEMENT

Members who have been assigned an emergency response vehicle may use the vehicle to commute to their workplace and for authority-related business. The member must be approved for an assigned vehicle by the Fire & EMS Chief and shall sign an agreement that includes the following criteria:

- (a) The member must live within a 30-minute commute of his/her regularly assigned work location (based on average traffic flow). A longer response time may be allowed based on special assignment of the member.
- (b) Except as may be provided by a collective bargaining agreement, time spent during normal commuting is not compensable.
- (c) Authority-owned vehicles shall not be used for personal errands or other personal business unless approved by a supervisor for exceptional circumstances. The Authority should provide necessary care and maintenance supplies.
- (d) Off-street parking shall be available at the member's residence.
- (e) Vehicles shall be locked when not attended.
- (f) All authority identification, portable radios and equipment should be secured.

Members are cautioned that under Internal Revenue Service (IRS) rules, personal use of a authority-owned vehicle may create an income tax liability to the member. Questions regarding IRS rules should be directed to the member's tax adviser.

The assignment of vehicles is at the discretion of the Fire & EMS Chief. Assigned vehicles may be changed at any time. Permission to take home a vehicle may be withdrawn at any time.

703.3.2 VEHICLES SUBJECT TO INSPECTION

All authority-owned vehicles are subject to inspection and/or search at any time by a supervisor. No member assigned to or operating such a vehicle shall be entitled to any expectation of privacy with respect to the vehicle or its contents.

Policy Manual

Use of Authority Vehicles	cles	Vehi	oritv	Auth	of	Use
---------------------------	------	------	-------	------	----	-----

70333	ACCESSORIES	$\Delta NID/\Omega R$	MODIFICATIONS	3
/ U.SSS	AUGUOOURIEO	AINI // JR	いいカカトしんちょしかい	•

No modifications, additions or deletions of any equipment or accessories shall be made to authority vehicles without written permission from the designated vehicle manager.

Policy Manual

Information Technology Use

704.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the proper use of authority information technology resources, including computers, electronic devices, hardware, software and systems.

704.1.1 DEFINITIONS

Definitions related to this policy include:

Computer system - All computers (on-site and portable), electronic devices, hardware, software, and resources owned, leased, rented or licensed by the Western Lane Fire and EMS Authority that are provided for official use by its members. This includes all access to, and use of, Internet Service Providers (ISP) or other service providers provided by or through the Authority or authority funding.

Hardware - Includes, but is not limited to, computers, computer terminals, network equipment, electronic devices, telephones (including cellular and satellite), pagers, modems or any other tangible computer device generally understood to comprise hardware.

Software - Includes, but is not limited to, all computer programs, systems and applications, including shareware. This does not include files created by the individual user.

Temporary file, permanent file or file - Any electronic document, information or data residing or located, in whole or in part, on the system, including, but not limited to, spreadsheets, calendar entries, appointments, tasks, notes, letters, reports, messages, photographs or videos.

704.2 POLICY

Western Lane Fire and EMS Authority members shall use information technology resources, including computers, software and systems, that are issued or maintained by the Authority in a professional manner and in accordance with this policy.

704.3 PRIVACY EXPECTATION

Members forfeit any expectation of privacy with regard to emails, texts or anything published, shared, transmitted or maintained through file-sharing software or any Internet site that is accessed, transmitted, received or reviewed on any authority technology system.

The Authority reserves the right to access, audit and disclose, for whatever reason, any message, including attachments, and any information accessed, transmitted, received or reviewed over any technology that is issued or maintained by the Authority, including the authority email system, computer network or any information placed into storage on any authority system or device. This includes records of all keystrokes or Web-browsing history made at any authority computer or over any authority network. The fact that access to a database, service or website requires a username or password will not create an expectation of privacy if it is accessed through authority computers, electronic devices or networks.

Policy Manual

Information Technology Use

Members may not be asked for or required to provide access through their username, password or other means of authentication that provides access to their personal social media accounts unless otherwise allowed under ORS 659A.330.

704.4 RESTRICTED USE

Members shall not access computers, devices, software or systems for which they have not received prior authorization or the required training. Members shall immediately report unauthorized access or use of computers, devices, software or systems by another member to their supervisor or Fire & EMS Chief.

Members shall not use another person's access passwords, logon information and other individual security data, protocols and procedures unless directed to do so by a supervisor.

704.4.1 SOFTWARE

Members shall not copy or duplicate any copyrighted or licensed software except for a single copy for backup purposes, in accordance with the software company's copyright and license agreement.

To reduce the risk of a computer virus or malicious software infection, members shall not install any unlicensed or unauthorized software on any authority computer. Members shall not install personal copies of any software on any authority computer.

No member shall knowingly make, acquire or use unauthorized copies of computer software that is not licensed to the Authority while on authority premises, computer systems or electronic devices. Such unauthorized use of software exposes the Authority and involved members to severe civil and criminal penalties.

Introduction of software by members should only occur as a part of the automated maintenance or update process of authority- or Authority-approved or installed programs by the original manufacturer, producer or developer of the software. Any other introduction of software requires prior authorization from IT staff.

704.4.2 HARDWARE

Access to technology resources provided by or through the Authority shall be strictly limited to authority-related activities. Data stored on or available through authority computer systems shall only be accessed by authorized members who are engaged in an approved authority-related project or program or who otherwise have a legitimate authority-related purpose to access such data. Any exceptions to this policy must be approved by a supervisor.

704.4.3 INTERNET USE

Internet access provided by or through the Authority shall be strictly limited to authority-related activities. Internet sites containing information that is not appropriate or applicable to authority use and which shall not be intentionally accessed include, but are not limited to, adult forums, pornography, gambling, chat rooms, and similar or related Internet sites. Certain exceptions may be permitted with the express approval of a supervisor as a function of a member's assignment.

Policy Manual

Information Technology Use

Downloaded information from the Internet shall be limited to messages, mail and data files.

704.4.4 OFF-DUTY USE

Members shall only use technological resources related to their job while on-duty or in conjunction with specific on-call assignments unless specifically authorized by a supervisor. This includes the use of telephones, cell phones, texting, email or any other off-the-clock work-related activities. This also applies to personally owned devices that are used to access authority resources.

Refer to the Personal Communication Devices Policy for guidelines regarding off-duty use of personally owned technology.

704.5 PROTECTION OF SYSTEMS AND FILES

All members have a duty to protect the computer system and related systems and devices from physical and environmental damage and are responsible for the correct use, operation, care and maintenance of the computer system.

Members shall ensure authority computers and access terminals are not viewable by persons who are not authorized users. Computers and terminals should be secured, users logged off and password protections enabled whenever the user is not present. Access passwords, logon information and other individual security data, protocols and procedures are confidential information and are not to be shared. Password length, format, structure and content shall meet the prescribed standards required by the computer system or as directed by a supervisor and shall be changed at intervals as directed by IT staff or a supervisor.

It is prohibited for a member to allow an unauthorized user to access the computer system at any time or for any reason. Members shall promptly report any unauthorized access to the computer system or suspected intrusion from outside sources (including the Internet) to a supervisor.

704.6 INSPECTION AND REVIEW

A supervisor or the authorized designee has the express authority to inspect or review the computer system, all temporary or permanent files, related electronic systems or devices, and any contents thereof, whether such inspection or review is in the ordinary course of his/her supervisory duties or based on cause.

Reasons for inspection or review may include, but are not limited to, computer system malfunctions, problems or general computer system failure, a lawsuit against the Authority involving one of its members or a member's duties, an alleged or suspected violation of any authority policy, a request for disclosure of data, or a need to perform or provide a service.

The IT staff may extract, download or otherwise obtain any and all temporary or permanent files residing or located in or on the authority computer system when requested by a supervisor or during the course of regular duties that require such information.





member.lifeflight.org

LET'S GROW MEMBERSHIP TOGETHER





Mission

The mission of Life Flight Network is saving lives with industry leading care and transport

Values

The key values of Life Flight Network are customer service, safety, excellence, efficiency, compassion, and social justice.

Safety

The safety of our staff is paramount. Everything must flow from this perspective. Without a singular focus on safety, no one, internally or in our community, will benefit from our existence. Put simply, we must never forget our first obligation is the safety and security of our people. Our Teams must live by the mantra "those who walk through these doors at the beginning of the day will walk out these doors at the end of the day."



Owners

Life Flight Network is a not-for-profit medical transport service owned by a consortium of Legacy Emanuel Hospital & Health Center, Oregon Health & Science University, Providence Health & Services, and Saint Alphonsus Regional Medical Center. The member organizations are dedicated to improving patient outcomes by providing safe and expeditious air and ground medical transport to patients in serious need.









www.legacyhealth.org

www.ohsu.edu

www.oregon.providence.org

www.saintalphonsus.org

Strategic governance of Life Flight Network is vested in the Life Flight Network Board of Directors. The Board consists of two representatives from each member institution; day-to-day management responsibilities are the purview of the Chief Executive Officer.



Collaboration with Healthcare & Community Partners

Life Flight Network is a partner in a much larger EMS continuum. Education and collaboration with our healthcare partners ensures the team is able to provide the best possible care to the patients and communities we serve.

Collaboration with our healthcare and community partners includes:

- · Visiting fire departments, EMS agencies, and hospitals to present information on Life Flight Network's services
- · Landing zone training (selection and preparation)
- · Helicopter safety lectures
- · Participation in EMS and fire department open house events
- · Accident prevention programs:
 - o High school impaired driving awareness (SKIDS, Every 15 Minutes)
 - o Trauma Nurses Talk Tough
- · Participation in fire department, EMS, and hospital QI/QA chart review process
- · Builder-level support of the MedEvac Foundation International
- Participation in mock MCI and mock STEMI Drills
- · Funding grants for local EMS agencies
- · Continuing education opportunities, including:
 - o Sponsorship of healthcare conferences
 - o Regional Life Flight Network-hosted educational events
 - o Lectures at conferences or workshops
 - o Participation at skills stations
 - o High-fidelity simulation mannequin training in partnership with Oregon EMS for Children's Program,
 Office of Rural Health, OHSU, ODOT, Idaho State University, and Saint Alphonsus Regional Medical Center





Service Area

Life Flight Network offers air and ground medical transport across the Pacific Northwest and Intermountain West. Helicopters typically operate within a 150-mile radius of its base but have the capability to fly longer distances. Fixed-wing aircraft can transport patients throughout the nation.



Life Flight Network transports emergent scene call patients based upon local and state EMS regulations. Transports between hospitals are based upon hospital and physician referral requests.



Life Flight Network is proud of our long-standing partnerships with local fire agencies in the management of their ground ambulance membership programs. Currently, Life Flight Network manages more than 22 FireMed ground-only membership programs for households in over 64,500 square miles of Oregon.

Life Flight Network also offers customers a FireMed Ground+Air membership that includes all FireMed Basic services for households as well as air medical transport coverage when transported under medically necessary emergent circumstances by Life Flight Network.

FireMed Coverage Map

Current Ground Ambulance Reciprocal Area



Clients

Life Flight Network currently manages the following FireMed programs in the state of Oregon:

- Baker City
- Black Butte Ranch
- Clatskanie
- Eugene Springfield
- Hood River County
- Jefferson Fire District
- La Grande
- Lane Fire Authority
- La Pine
- Lebanon Fire District
- McMinnville
- Mid-Columbia ((The Dalles)
- Molalla
- Pendleton
- Redmond
- Scappoose Fire District
- Sisters Country
- Southern Wasco County
- Sun river
- Umatilla County Fire District
- Umatilla County
- Wallowa County





Marketing Work

Life Flight Network has maintained our own marketing department for the last 13 years. Dedicated personnel are focused on increasing brand awareness, maintaining our positive image, and promoting all aspects of our services. We utilize proven marketing methods to craft materials for various channels, including print, radio, television, billboards, mailers, web design, and social media. We develop specific marketing campaigns to deliver broad-based messaging as well as to target specific audiences. Our experienced team is charged with continuously reviewing marketing analytics to confirm we are utilizing the most effective marketing tools to reach and engage our target audience for our various campaigns. We partner with subject matter experts in the field, such as Berg & Associates, a public relations firm, and graphic designers from Creative Circle, to create messaging and materials of the highest quality. The department has aided Life Flight Network's expansion into new markets over the years.

The marketing and membership departments at Life Flight Network maintain a strongly collaborative relationship. This partnership has ensured Life Flight Network and our FireMed partners experience membership growth, and our partners receive the highest level of customer service, including timely and transparent communication.

A sampling of print materials used in promotion of our membership partners is included with our response.

LET'S GROW MEMBERSHIP TOGETHER



Outreach Work

Life Flight Network's dedicated outreach staff have proven experience in customer relations. They receive specialized training on customer service, Life Flight Network membership, and our partner FireMed programs. They understand the value of membership and are committed to educating the public and increasing the number of households protected by membership.

Our outreach staff attend and document numerous events throughout the year. This includes giving membership program presentations to local organizations and staffing information booths at community health and safety fairs. Documentation includes an evaluation of the benefit of the event and memberships sold at the event to help determine if the event will be attended in the future. They also work with our FireMed partners to strategize which events within their communities should be attended and promoted to increase FireMed membership.





LIFE FLIGHT NETWORK MEMBERSHIP PROGRAM FREQUENTLY ASKED QUESTIONS

What is the Life Flight Network Membership Program?

Life Flight Network's Membership Program is designed to benefit patients who are transported by Life Flight Network under emergent, medically necessary circumstances. If you or an eligible member of your household is flown, Life Flight Network will bill your insurance company and accept whatever they pay as payment-in-full. If there is a balance, and there usually is, Life Flight Network will not charge you for the remaining amount. As a member of Life Flight Network you have no out-of-pocket expense for emergent, medically necessary air transport by Life Flight Network or our reciprocal partners.

Why should I become a member?

Northwest families live, work, and play in our vast coastal areas, open spaces, scenic mountain passes, and rivers, enjoying all the recreational wonders the Northwest has to offer. This often remote environment can place residents and visitors at risk when they need immediate and specific medical attention, whether it is a pediatric medical emergency, heart attack, stroke or accident. Life Flight Network can quickly dispatch a specialized emergency health care team to an accident or medical emergency to provide critical care life support and accompany the patient on a swift flight to a medically appropriate facility.

Who is covered by my membership

Membership benefits are extended to the primary member, spouse or domestic partner, and any family members living at the same residence who are age 24 years old or under; or legally disabled; or age 65 years old or over.

Do you cover the cost of a ground ambulance?

Life Flight Network is primarily an air ambulance service. There are a few Life Flight Network ground ambulances that in certain locations may be used for inter-facility transports; in lieu of air transport due to weather; or to complete a fixed-wing transport in some instances. General 9-1-1 calls are not responded to by Life Flight Network ground ambulances

Can I be transported more than one time a year on my membership?

You are not limited by the number of times a year you may be flown by Life Flight Network, but the transport must be medically necessary and emergent.

How much do memberships cost?

A Standard Membership costs \$85 per year; \$160 for two years; \$375 for five years or \$1,500 for a lifetime Membership. There is also a payment plan where four annually consecutive payments of \$375 can be made.

Can I buy a membership as a gift?

Yes, you can purchase a gift membership. To purchase a gift membership call our membership services office at 1-800-982-9299 or go online to www.lifeflight.org/membership.

Are there group pricing options?

Yes, Life Flight Network offers a discount to groups with ten or more members paying with one check. The discounted price is \$75/year. Contact Polli Buzzini at 208-869-0708 or pbuzzini@lifeflight.org for more information about group pricing.

I currently receive a discount membership, can I purchase a gift membership under my discount?

You can purchase a gift membership under your discount only if the recipient of the gift membership qualifies for group pricing.

Does a membership with Life Flight Network cover organ transplant patients?

A transport must be emergent, medically necessary and to the closest available hospital that can care for that medical emergency. If a transplant patient is in a hospital and needs transport, Membership benefits generally apply to any remaining balance after insurance has been billed for that transport. Transport for patients who are at home are generally not covered by membership benefits. The patient should work with their transplant coordinator for other transport options.

Will my insurance cover an emergency air transport?

Most insurance plans will cover some portion of an emergency air transport. A membership with Life Flight Network will cover any cost beyond what your insurance pays for. To find out exactly how much your insurance may pay, you should contact your insurance company directly.

Is my membership tax deductible?

No, your membership is not tax deductible. Also, membership fees are non-refundable and non-transferable.

Once I pay for my membership when will it be activated?

New and lapsed membership benefits take effect 72 hours after receipt of a completed enrollment with payment.

If I have Medicaid, can I purchase a membership?

Per government regulations, individuals covered by Medicaid are not eligible and should not purchase a membership. (Life Flight Network must accept payment in full by Medicaid.)

Is my membership an insurance policy?

Life Flight Network membership is not an insurance policy; it is a membership.

Does Life Flight Network reciprocate membership with other air medical programs?

Yes, Life Flight Network reciprocates with other flight programs, which means if one our members is transported by a reciprocal program, they receive membership benefits according to that program's rules. A list of Life Flight Network's reciprocal partners can be found at www.lifeflight.org/membership.

To join the Life Flight Network Membership Program, contact the membership services office at 800-982-9299 or go to www.lifeflight.org/membership

To have someone speak about the Life Flight Network Membership Program, contact Polli Buzzini at 208-869-0708 or pbuzzini@lifeflight.org

Policy Manual

Mobile Data Terminal Use

705.1 PURPOSE AND SCOPE

The purpose of this policy is to establish the guidelines for use of the Mobile Digital Terminal (MDT) in the apparatus to access incident information, resource information and log unit status. Members using the MDT shall comply with appropriate federal and state rules and regulations.

705.2 POLICY

The MDT shall be used for official authority business only. Messages that are of a sexual, racist or offensive nature or are otherwise critical of any member of the Authority are strictly forbidden. Messages may be reviewed by supervisors at any time without prior notification. Members generating or transmitting messages not in compliance with this policy are subject to discipline. All calls dispatched to fire or EMS companies should be communicated by voice and MDT unless otherwise authorized by the Chief Officer.

705.2.1 USE WHILE DRIVING

Use of the MDT by the apparatus operator should be limited to times when the apparatus is stopped. Sending or reading MDT messages while an apparatus is in motion is a potentially dangerous practice. Reading messages while in motion should be done by the Company Officer or other crew member who is not driving and has access to the MDT.

705.2.2 DOCUMENTATION OF ACTIVITY

MDTs and voice transmissions are used to record the member's daily activity. To ensure the most accurate recording of these activities, the following are required:

- (a) All contacts or activity shall be documented at the time of the contact.
- (b) Whenever the activity or contact is initiated by voice, it shall be entered into the computer-aided dispatch system by a dispatcher.
- (c) Whenever the activity or contact is not initiated by voice, a member of the fire or EMS company who is not operating the apparatus shall record it on the MDT.

705.2.3 STATUS CHANGES

All changes in status (e.g., arrival at scene, meal periods, in service) will be transmitted either verbally over the radio or through the MDT system. Members responding to multi-company emergency incidents shall advise changes in status verbally over the radio to assist other companies responding to the same incident. Other changes in status may be entered by depressing the appropriate keys on the MDT. Under normal operating conditions, a status change shall not be sent to a dispatcher via a message format.

705.2.4 EMERGENCY ACTIVATION OF THE MDT

If the emergency signal is activated on the MDT the dispatcher will call the company on the radio to confirm the safety of the members. If there is no emergency, the company should answer that

Policy Manual

Mobile Data Terminal Use

the members are safe. If there is no response from the company or the company answers in a way other than indicating their safety, the dispatcher shall proceed as follows:

- (a) If the unit is not on an incident, notify local law enforcement to assist in locating the unit that is transmitting the emergency using the last known location and time, known destination and departure points or the automatic vehicle location information.
- (b) Notify the Chief Officer of the incident without delay. Companies not involved in the emergency shall refrain from transmitting on the radio until the safety of each member is confirmed, unless they are also handling an emergency.

705.3 MDT CONSIDERATIONS

705.3.1 NON-FUNCTIONING MDT

If possible, members will not use apparatus with malfunctioning MDTs. If members must operate an apparatus in which the MDT is not working, members shall notify WestComm. It shall be responsibility of WestComm to record all information that will then be transmitted verbally over the fire radio.

705.3.2 EXPLOSIVE DEVICE RESPONSES

When assisting on a report of a possible explosive device, members will turn off the MDT. Operating an MDT may cause some devices to detonate.

Policy Manual

Knox-Box Access

706.1 PURPOSE AND SCOPE

The purpose of this policy is to provide information about the Knox-Box® Rapid Entry System and the roles and responsibilities of authority members with regard to Knox-key security, storage, access and accountability. This policy shall apply to all buildings or sites within the Western Lane Fire and EMS Authority jurisdiction where it has been determined that a Knox-keyed device is needed for accessibility for emergency responders under the authority of the Oregon Fire Code.

706.1.1 DEFINITIONS

Definitions related to this policy include:

Computer-Aided Dispatch (CAD) premise information file - A file entered in a CAD system to automatically notify responding units of certain information including the presence of a Knox-Box, about a facility to which they have been dispatched.

Key tag - Attached to each key in a Knox-Box to identify its function.

Knox-Box - A locked box used for securely storing the keys to a gate, building or rooms within a building.

Knox cabinet - A locked data cabinet used for storing information pertinent to the operation of a building, such as hazardous materials (HAZMAT) data and plant shut-down procedures. Keys to the facility can also be located within the cabinet.

Knox Company - The manufacturer/vendor of Knox-Box, cabinets, key switches, padlocks and related accessories. This is the only company whose products can be accessed by the Western Lane Fire and EMS Authority.

Knox master key - A key carried on all fire apparatus which enables authority members to access any Knox-keyed device within the jurisdiction.

Knox tones - Electronic tones sent by a dispatcher over the radio to release the Knox master key from the fire apparatus.

706.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority to be registered with the Knox Company to participate in its rapid entry system, providing safe and secure nondestructive emergency access to commercial and residential properties. Participation minimizes potential budget impacts caused by forcible entry during an emergency and allows a building to be re-secured quickly and easily by members.

The Fire & EMS Chief or the authorized designee shall appoint a Knox program coordinator, who shall be responsible for ensuring that all aspects of the program are administered in accordance with state fire code, local ordinance and Knox Company requirements.

Policy Manual

706.3 KNOX KEY ACCOUNTABILITY

No individual member shall be issued a Knox master key. Appropriate fire apparatus shall be equipped with locking units that are accessed by an individual pin code or by tones issued via two-way radio by WestComm. Once the Knox master key is released, it should be used to access the Knox-keyed device at the location of the emergency and be immediately returned to the secured unit.

Each secured unit shall have an audit trail showing all access. Each incident requiring WestComm to send tones shall have that activity noted in the incident record.

The Fire & EMS Chief is ultimately accountable for Knox master keys issued to the Authority. Any missing master key shall be immediately reported verbally to a supervisor and followed up with a written explanation to the Fire & EMS Chief or the authorized designee by the end of the applicable/assigned shift.

Maintenance and security of the Knox master keys is essential to the credibility of the program. Any loss of a master key shall be thoroughly investigated and appropriate action initiated. If the key cannot be recovered, all Knox master keys in the jurisdiction may have to be replaced at authority expense.

706.4 SITE INSTALLATION AND TESTING

It is a property owner's responsibility to order Knox-keyed devices and ensure that they are installed securely in a manner and location approved by the Authority, in accordance with local building codes and ordinances. The reflective alert decal included with each Knox-Box should be mounted on the door or door frame adjacent to the Knox-Box. It is intended to alert fire companies to the presence of a Knox-Box.

Knox-Boxes should be installed near the main entrance to the building at a height not to exceed six feet. This height has proven ideal as it enables members to access the Knox-Box quickly without deploying a ladder, yet is high enough to discourage tampering.

Knox-key switches should be installed by a certified electrician familiar with these devices.

706.5 KEYS IN KNOX-BOXES

Every access key placed in a Knox-Box shall be identified with a sturdy key tag. Each set of keys shall be grouped together on a key ring. Tags and key rings may be purchased from the Knox Company at the time the Knox-Box is ordered. The keys being installed will be at the discretion of the property owner but should be selected based on the access needs of emergency responders. Keys typically installed in a Knox-Box include:

- Main entrance
- Grand master
- Elevator control
- Mechanical room

Policy Manual

Knox-Box Access

- Fire alarm panel
- Electrical room
- Roof access
- Other secured areas deemed appropriate by the owner and/or the Authority

706.6 LOCK-UP OF KEYS IN KNOX-BOXES

Knox-Boxes are shipped to the property owner in the open position. After the box has been installed, the property owner must contact the Western Lane Fire and EMS Authority to request a lock-up of the box. Fire prevention staff will assist the property owner in arranging for a lock-up. All keys should be tagged and ready for placement in the Knox-Box upon the arrival of the prevention staff.

Members receiving requests for lock-up should refer the owner to the appropriate prevention staff member or get the owner's contact information. All requests shall be forwarded to the appropriate prevention staff member.

706.7 TESTING KEY SWITCHES

After a key switch has been installed, the property owner must contact the Authority. The first-in engine company will test the key switch at its earliest convenience to ensure that it works properly. The property owner does not need to be present for the test. If the key switch fails to operate, the property owner will be contacted by the engine company to have the necessary repairs made.

Once is has been determined that the Knox-Box operates properly, the Knox-Box coordinator and WestComm supervisor shall be notified so that the CAD premise information file can be updated to include the presence of a Knox-Box.

706.8 NUMBER OF KEY SETS REQUIRED

More than one set of keys is often required to be placed in the Knox-Box, especially in larger buildings. The extra sets of keys are needed for additional fire companies or second alarms arriving later at the same incident. The following guidelines have been established for the number of key sets required:

- Security gate only, or one- to two-story building: one set of keys
- Three to four stories: two sets of keys
- Five to eight stories: three sets of keys
- Nine stories and above: four sets of keys

706.9 ANNUAL KNOX-BOX TESTING

The Fire & EMS Chief or the authorized designee shall ensure that an annual check is performed on each Knox-Box in the jurisdiction by fire prevention staff or an engine company. This should consist of checking the operation of the box and the keys.

Western Lane Fire and EMS Authority Policy Manual

17	Ο.	A	
K noy-	HOY	Acces	◌

Policy Manual

Communications Operations

707.1 PURPOSE AND SCOPE

The purpose of this policy is to establish standards for two-way radio communications during routine, local emergency, regional emergency and mutual aid events. The basic function of the communications system is to satisfy the immediate information needs of the Authority in the course of its activities. Standards of performance are necessary if the system is to remain functional during emergencies.

707.1.1 FEDERAL COMMUNICATIONS COMMISSION (FCC) COMPLIANCE

All Western Lane Fire and EMS Authority radio operations shall be conducted in accordance with the FCC procedures and guidelines.

707.2 POLICY

The Western Lane Fire and EMS Authority will provide access to a two-way radio communication system to facilitate a more efficient response to emergency situations. The communication system is intended for official job-related communications between fire and EMS apparatus and WestComm. Fire and EMS apparatus and members shall be equipped with the appropriate types of two-way radios, personal communication devices and/or satellite paging system for the jurisdiction, type of work anticipated, and for local and regional interagency/multi-agency incidents.

707.3 COMMUNICATIONS LOG

It shall be the responsibility of the dispatchers in WestComm to record all relevant information on an incident. Dispatchers shall attempt to elicit as much information as possible to enhance the safety of the personnel who are responding and assist in anticipating conditions that may be encountered at the scene. Desirable information includes, but is not limited to, the following:

- (a) Location of incident reported
- (b) Type of incident reported
- (c) Date and time the report was received
- (d) Name and address of the reporting party, if possible
- (e) Incident number
- (f) Time of dispatch
- (g) Apparatus dispatched to the incident, including member identification numbers
- (h) Time of apparatus arrival
- (i) Requests from members during the incident
- (j) Time the apparatus returned to service
- (k) Disposition or status of the reported incident
- (I) The time of any Incident Commander (IC) requested or automatic timed Personnel Accountability Report (PAR) or building collapse clocks

Policy Manual

Communications Operations

707.4 RADIO COMMUNICATIONS

Operations are more efficient and member safety is enhanced when dispatchers, supervisors and members know the status of other companies, including their locations and the nature of the incidents to which they are assigned. Most critical incident communication should occur verbally, over the radio, for this reason.

707.4.1 APPARATUS IDENTIFICATION

Apparatus radio identification systems shall be based on the type of apparatus and the station responsibility/jurisdiction. Members should use the entire call sign when initiating communication with WestComm. The use of a call sign allows for a brief pause so that the dispatcher can acknowledge the appropriate company. Members initiating communication with other agencies shall use their entire call sign. This requirement does not apply to continuing conversation between the mobile unit and WestComm once the mobile unit has been properly identified.

707.4.2 RADIO TESTING

Members assigned to an apparatus for a shift should check for radio functionality at the beginning of each shift to ensure that the mobile and portable radios are working as designed.

Radios that are inoperable or malfunctioning shall be placed out-of-service, an appropriate repair tag completed and the radio or apparatus placed in the area specified by the maintenance section or contractor.

Policy Manual

Public Alerts

708.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for notifying the public of vital safety information and/or emergency evacuation instructions. See Policy 334 Community Emergency Mass Notification (CENS) / AlertSense for specific information.

708.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority to use Public Alerts to notify the public of critical fire prevention campaigns, fire hazard warnings and emergency evacuation instructions. A Public Alert shall require the authorization of a Chief Officer or higher rank.

708.3 PROCEDURE

Public Alerts are intended to recruit public assistance in preventing fires through proactive activities via a widespread media alert. In addition to any local radio, television and press affiliates, the public will be notified of the circumstances of an emergency affecting the health and safety of people in a geographic area, and what the public can do to assist emergency responders during the incident.

The Public Information Officer should be involved in any communiqué released via a Public Alert, if time permits, but certainly in the case of fire prevention campaigns, fire hazard warnings, weather alerts or notification of health information (e.g., pandemics, heat events).

In the event of a widespread emergency, such as a hazardous material (HAZMAT) release, biological threat or a major fire, WestComm will likely be operating at or beyond capacity. Any Public Alert should include a telephone number outside WestComm for the public to call for additional information and explicit instructions not to call WestComm for additional information.

A Public Alert should include, but not be limited to, the following:

- (a) The Western Lane Fire and EMS Authority has generated the alert
- (b) The nature of the alert
- (c) The location and scope of the incident/prevention campaign/fire hazard
- (d) What the listener should do to assist in the effort
- (e) Established routes and/or destinations, if applicable
- (f) Where the listener can call to get additional information, if applicable
- (g) Instructions regarding what the listener should not do, if applicable

708.4 SYSTEM ADMINISTRATION

The Fire & EMS Chief or the authorized designee shall appoint an administrator for the Public Alert system. The administrator shall be responsible for all liaison contact with the Public Alert system.

Policy Manual

Public Alerts

vendor and all maintenance and upgrades of the system and will ensure the address/telephone number database is updated periodically in accordance with the vendor contract.

The administrator shall also conduct periodic audits of the system to ensure peak performance in terms of volume of calls reaching the desired number of recipients in a reasonable time. Based on audit results, adjustments may need to be made on the number of outgoing telephone lines or the system capacity.

The Training Coordinators and the administrator shall coordinate training in the use of the Public Alert system and ensure that the appropriate members receive training.

Policy Manual

Photography and Electronic Imaging

709.1 PURPOSE AND SCOPE

The purpose of this policy is to authorize authority members to utilize photography and electronic imaging to document non-incidents and incidents while also protecting the privacy of citizens and ensuring authority compliance with the mandates of the Health Insurance Portability and Accountability Act (HIPAA). Records management and HIPAA restrictions are covered in detail under separate sections in this Policy Manual.

This policy establishes legal ownership of all photographs and electronic images collected by authority members; establishes the parameters for the types of incidents, subjects, and activities that may be photographed or electronically imaged; and establishes restrictions on the use of such photographs and electronic images.

This policy does not apply to media captured through the use of body-worn cameras (see the Body-Worn Cameras Policy).

709.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority to authorize members to utilize photography and electronic imaging to document incidents and authority activities that are subject to compliance with specific regulations, conditions, restrictions, and guidelines.

The use of photography or electronic imaging of medical patients, injured victims, or other people who are medically evaluated or treated by authority members must also comply with the requirements of HIPAA.

The Western Lane Fire and EMS Authority shall respect the privacy rights established in the state and federal constitutions.

709.3 OWNERSHIP AND COMMERCIAL USE OF PHOTOGRAPHS AND ELECTRONIC IMAGES

All photographs and electronic images taken by authority members while on-duty or acting in an official capacity are the sole property of the Authority and may not be sold, transferred for commercial use, bartered, or otherwise distributed for profit by any member of the Authority without the express prior approval of the Fire & EMS Chief (17 USC § 201).

709.4 AUTHORIZED USE OF PHOTOGRAPHY AND ELECTRONIC IMAGING

709.4.1 NON-INCIDENT EVENTS

Photography and electronic imaging may be utilized by authority members for non-incident events, including:

(a) Documentation of authority training events, exercises, lectures, classes, or activities, and all fire academy-related activities.

Policy Manual

Photography and Electronic Imaging

- (b) Documentation of internal authority events and activities, such as promotional ceremonies, member recognition or award presentations, meetings, seminars, workshops, and other activities involving authority members.
- (c) Documentation of public events, such as safety seminars, fire station open house events, Fire Prevention education events and activities, school safety presentations, and club or service organization events.
- (d) Documentation of all authority vehicles, apparatus, tools and equipment, facilities, and other authority-owned property.
- (e) Creation and maintenance of a photo/image bank depicting all authority members.
- (f) Documentation of all buildings, structures, facilities, infrastructure components, landmarks, and recreational areas within the authority's jurisdiction for later use in disaster mitigation, recovery, and cost-recovery efforts.
- (g) Documentation of any condition, activity, or event related to the authority's code enforcement responsibilities.
- (h) Documentation of inspections, code compliance activities, or any other activity of Fire Prevention.
- (i) Unless prohibited elsewhere in this policy, documentation of any authority activity for future use in training.
- (j) For any other purpose authorized by the Fire & EMS Chief, Chief Officer, or any Division Chief.

709.4.2 INCIDENT-RELATED EVENTS

Photography and electronic imaging may be utilized by authority members at incident scenes, including:

- (a) Documentation of the conditions on arrival and during suppression activities at any fire incident.
- (b) Documentation of fire, smoke, water, structural collapse, or any other damage or conditions resulting from any fire or fire-related event.
- (c) Documentation of people at the scene of a fire or a fire-related incident for the purpose of future investigation.
- (d) Documentation of anything of evidentiary value found at a fire or incident scene where any type of investigation may be initiated.
- (e) Documentation of the location, position, trauma, injuries, or any other factor of investigative interest related to deceased victims at a fire or fire-related incident or other incidents.
- (f) Documentation of the condition of vehicles, apparatus, bicycles, or other items involved in collisions, accidents, entrapments, or other rescue or medical events.
- (g) Documentation of the extrication of trapped individuals in any rescue situation.

Policy Manual

Photography and Electronic Imaging

- (h) Documentation of the cause, location, extent, severity, and nature of traumatic injuries of patients at the scene. These images may be transferred to the receiving physician, nurse, or other authorized representative who assumes medical care for the patient.
- (i) Documentation of all aspects of any incident involving hazardous materials.
- (j) Documentation of severe weather events, including any damage, injuries, or fatalities caused by such events.
- (k) Documentation of any other event, situation, or activity as deemed appropriate and necessary by the Incident Commander of any event.

709.5 PROHIBITED USE OF PHOTOGRAPHY OR ELECTRONIC IMAGING

Authority members are prohibited from using photography or electronic imaging except as permitted in this policy.

Prohibited use of photography or electronic imaging shall include but is not limited to:

- (a) Photographs and/or electronic images may not be taken, transmitted, or used in violation of any HIPAA regulation.
- (b) Photographs and/or electronic images may not be taken, transmitted, or used for personal purposes.
- (c) Unless requested by the receiving hospital or controlling medical authority or deemed necessary for the treatment of the patient, no photographs or electronic images should be taken inside a private residence during a non-traumatic medical aid incident.
- (d) Unless requested by the receiving hospital or controlling medical authority or deemed necessary for the future treatment of the patient, no photographs or electronic images should be taken of a patient under 18 years of age resulting from a medical aid response.
- (e) Unless requested by the receiving hospital or controlling medical authority or deemed necessary for the future treatment of the patient, no photographs or electronic images depicting patient genitalia or the exposed breasts of female patients should be taken by authority members.
- (f) Unless requested by the receiving hospital or controlling medical authority or deemed necessary for the future treatment of the patient, no photograph or electronic image should be taken of a patient being treated by authority members if the person expresses or indicates that they do not wish to be photographed. In the event that the need arises to take a photograph or electronic image of a medical patient against the patient's wishes, the medical need for taking the image will be explained to the patient with a witness present. Details regarding the need for the photograph or electronic image, the explanation provided to the patient, and the identity of the witness present shall be included in a Patient Care Report and/or incident report for the response.