

**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**

February 26, 2026, 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 comments will be 30 minutes, and three minutes will be allotted for each speaker.*
- V. **Consent Agenda**  
Meeting Minutes: Regular Meeting January 22, 2026  
Staff Reports  
Correspondence
- VI. **Monthly Financials for SVFR, WLAD, WLFEA**
- VII. **Old Business**
  1. Budget Committee Open Positions (SVFR 2 open positions, WLAD 2 open positions)
    - a) SVFR: Margaret Peg Sorensen (New – 3yr term)
    - b) SVFR: R. Jeffrey Hall (New- 2yr term)
    - c) WLAD: Ron Thompson (Renew – 3yr term)
    - d) WLAD: Susy Lacer (Renew – 3yr term)
  2. WLAD Operational Levy
  3. Policies from January 22, 2026:
    - a) 800 – Records Management
    - b) 801 – Release of Records
    - c) 802 – Subpoenas and Court Appearances

d) 803 – Patient Medical Record Security and Privacy

**VIII. New Business**

1. SVFR: Surplus Scott SCBAs
2. WLAD Resolution 2026-01 – LifeMed Budget Resolution
3. SDAO Conference Updates
  - a) Grievance for public meeting law violation
  - b) WLFEA Resolution 2026-01 Legislative Advocacy
  - c) WLFEA Policy Legislative Advocacy
4. Chief Employment Negotiation Committee Appointment
5. Policies for Review:
  - a) 900 – Illness and Injury Prevention Program
  - b) 901 – Oregon Occupational Safety and Health Administration Inspections
  - c) 902 – Oregon Occupational Safety and Health Administration Notification of Injury or Death
  - d) 903 – Communicable Diseases
  - e) 904 – High-Visibility Safety Vests

**IX. Director Comments**

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

X. **Future Business**: Joint Board Meeting Thursday, March 26, 2026, 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, January 22, 2026, 6:00 p.m.**  
The Zoom recording will be on the WLFEA Website.

**SVFR & WLFEA BOARD MEMBERS PRESENT:**

Director Jim Palisi, Director David Carrillo, and Director Keith Stanton  
**Not Present:** Director Stephanie Restrepo and Director Laurie Heppel

**WLAD & WLFEA BOARD MEMBERS PRESENT:**

Director Cindy Russell, Director Linda Stent, Director Mike Webb, Director Adam Holbrook (arrived at 6:08 p.m.), and Director Vanessa Buss

**STAFF PRESENT:**

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

**Chief Schick called the meeting to order at 6:00 p.m. The flag salute was completed, and a roll call established a quorum for SVFR, WLAD, and WLFEA.**

**PUBLIC COMMENTS:** None

**AUDITOR PRESENTATION:**

Chief Schick introduced Kori Sarrette, the District's Auditor from Accuity, LLC. She presented the Western Lane Fire and EMS Authority (WLFEA), Western Lane Ambulance District (WLAD), and Siuslaw Valley Fire and Rescue (SVFR) Audit for Fiscal Year 2024-25. She praised the staff for their hard work and reconciliation between the three entities while changing accounting software. She stated that having real Fund Accounting software makes the process easier for the audit.

SVFR had no specific findings. All the funds had a net income. The General Fund had an ending fund balance of \$600,000, and the other reserved funds combined had about \$1.2 million. Most of the transactions are found in WLFEA.

WLAD had recorded journal entries related to the cleanup associated with the transition to cash-basis accounting and the system conversion. She does not anticipate any journal entries for next year, and noted that the journal entries do not make significant changes to the numbers the board already received. The General Fund had a net income of \$561,000 and an ending fund balance of \$700,000. The Capital Fund, after the transfers for the year, ended with \$300,000.

Sarrette reviewed the WLAD LifeMed Fund and reported that they researched historical budget transfers with the Oregon Secretary of State, reviewing records back to 2004, when electronic audit filings became available. The review showed that each year, a transfer from the LifeMed Fund to the General Fund was made but was not adjusted in the budget. As a result, the LifeMed ending fund in the audit is larger than the bank account balance. Management's current intent is to transfer the amount earned by the LifeMed Fund each year to the General Fund. Sarrette recommended either adopting a supplemental budget for Fiscal Year 2025-26 to recognize the additional fund balance and related transfers or increasing the transfer amount in the Fiscal Year 2026-27 budget. Either approach would substantially reduce the ending fund balance to align with the desired carryover amount.

WLAD had no budget, public contracting, or minimum standard issues.

WLFEA experienced a one-time, significant journal entry resulting from the transition from an accrual basis to a cash basis accounting system. Sarrette stated that this adjustment is not expected to recur in future fiscal years. The General Fund reported a loss of approximately \$430,000; however, the fund maintains an estimated five months of carryover, which was noted as a positive financial position.

The Directors had no questions, and Sarrette thanked the staff again for a job well done.

**CONSENT AGENDA: Approved**

**Meeting Minutes:** Special Meeting January 8, 2026, Regular Meeting December 18, 2025, Work Session November 13, 2025, and Work Session November 6, 2025

**Staff Reports**

**Correspondence**

**REVIEW OF FINANCIALS – WLAD, SVFR, WLFEA:**

Office Manager Trish Lutgen reported that the financials are halfway through the budget year, and the majority of the tax dollars have been received.

The WLFEA balance sheet reflects a negative clearing balance attributable to the timing of payroll processing. Payroll is typically disbursed on the fourth of each month; however, January's payroll was disbursed on January 2. As a result, the bank withdrawal occurred on December 31 rather than in January. Under normal circumstances, payroll disbursement and bank withdrawal dates align. To properly reconcile the bank accounts within the accounting system, WLFEA adjusted the payroll clearing journal entry date to January.

Office Manager Lutgen reported that the WLFEA business consulting line item increased due to the receipt of the final invoice for the 360 review, which was previously discussed at the prior Board meeting.

**OLD BUSINESS:**

**1. Polices reviewed from the December 18, 2025, meeting:**

- a) 710 – Non-Official Use of Authority Property
- b) 711 - Privately Owned Muster Trucks
- c) 712 – Authority Use of Social Media
- d) 713 – Body-Worn Cameras

**NEW BUSINESS:**

**1. Audit FY 2024-25**

The full Audit reports for all three entities were provided in the Board of Directors' Joint Board Meeting Packet. Chief Schick said there was no action needed.

- a) Siuslaw Valley Fire and Rescue
- b) Western Lane Ambulance District
- c) Western Lane Fire and EMS Authority

**2. WLAD Resolution 2025-07 to Amend the Budget**

WLAD Resolution 2025-07 was presented. This is a resolution calling for a supplemental budget adjustment for Fiscal Year 2025-26 of \$310,000. WLAD had a budgeted transfer of \$310,000 from the General Fund to the Equipment Fund in Fiscal Year 2023-24. The physical transfer of those funds did not occur, leaving an audited ending balance in Fiscal Year 2024-25 of \$294,347 in the Capital Equipment Fund. \$310,000 is being utilized in the starting balance of the new Apparatus Fund, which was created in the Fiscal Year 2025-26.

**WLAD: Director Buss made a motion to accept Resolution 2025-07 to Amend the Budget for Fiscal Year 2025-26. The motion was seconded by Director Stent. A roll-call vote occurred; all WLAD Directors voted in favor, and the motion passed.**

### **3. SVFR Resolution 2026-01 to Amend the Budget**

SVFR Resolution 2026-01 was presented. This is a resolution calling for a supplemental budget for Fiscal Year 2025-26. The audit cost for Fiscal Year 2025-26 increased by 45%, and the Oregon Government Ethics Commission's annual billing for July 1, 2025, through June 30, 2026, which is based on the audit, increased by 38.5%. Office Manager Lutgen reported that the increases are believed to be the result of a contract misclassification between SVFR and WLFEA, as the contract was originally issued under SVFR. As a result, a budget adjustment of \$16,000 is required to cover the additional expense.

**SVFR: Director Carrillo made a motion to accept Resolution 2026-01 to Amend the Budget for Fiscal Year 2025-26. The motion was seconded by Director Palisi. A roll-call vote occurred; all SVFR Directors voted in favor, and the motion passed.**

Director Stanton requested to return to the Monthly Financials for SVFR, WLAD, and WLFEA. He noted multiple entries for System Design West (SDW) in the WLAD financials and asked for clarification. Office Manager Lutgen explained that SDW is a third-party vendor and the District's ambulance billing service provider, and that the entries reflect daily ambulance revenue deposits.

Director Stanton further inquired whether the combined cash assets from property tax collections totaled approximately \$8.4 million, noting that he had aggregated the balances across all three entities. Office Manager Lutgen clarified that WLFEA does not receive property tax revenue; WLAD receives tax revenues from the local option levy, including both current and prior year collections; and SVFR receives property tax revenues from current and prior year collections.

Discussion followed regarding the movement of funds between accounts, interest rates, and the use of Local Government Investment Pool (LGIP) accounts. Office Manager Lutgen reported that the majority of funds are held in LGIP accounts, which currently offer the highest interest rates. Funds are periodically transferred to checking accounts to cover monthly operating expenses and payroll, with each account maintaining a minimum balance.

Director Stanton asked why additional banking institutions were not being utilized. Office Manager Lutgen explained that, as a public entity, WLFEA is required to use financial institutions approved by the Oregon State Treasury. She noted that it had been several years since WLFEA last conducted a banking Request for Proposals (RFP). Director Buss commented on the operational difficulty of changing banks. Office Manager Lutgen added that most funds are invested through the LGIP, which is managed by the State, and that the remaining money market account is maintained for ambulance revenue deposits.

Director Webb asked how quickly funds can be transferred from the LGIP to the checking account. Office Manager Lutgen responded that transfers are completed via ACH, typically available by the next business day, and noted that checks cannot be issued directly from LGIP accounts.

### **4. FY 2026-27 Budget**

#### **a) Approve the Budget Calendar:**

The Board reviewed the Budget Calendar, which applies to all three governing boards.

**Director Webb made a motion to approve the budget calendar. Second by Director Palisi. A roll-call vote occurred; all Directors voted in favor, and the motion passed.**

#### **b) Appoint Budget Officer:**

Chief Schick recommended the appointment of Deputy Chief Chance as the designated Budget Officer.

**WLAD: Director Russell made a motion to approve Deputy Chief Chance as the WLAD Budget Officer. Second by Director Buss. A roll-call vote occurred; all WLAD Directors voted in favor, and the motion passed.**

**SVFR: Director Carrillo made a motion to approve Deputy Chief Chance as the SVFR Budget Officer. Second by Director Stanton. A roll-call vote occurred; all SVFR Directors voted in favor, and the motion passed.**

**WLFEA: Director Stent made a motion to approve Deputy Chief Chance as the WLFEA Budget Officer. Second by Director Buss. A roll-call vote occurred; all WLFEA Directors voted in favor, and the motion passed.**

c) Open Committee Positions:

Chief Schick reported that there are two vacancies on the SVFR Budget Committee and that no action was required at this meeting. He noted that one application has been received from Margrett Sorenson, who is involved with the local amateur radio group. Mike Webb suggested contacting Jo Beaudreau about the SVFR Budget Committee opening.

**5. Surplus Scott SCBAs:**

Chief Schick said they were looking to surplus their old Scott SCBA (Self-Contained Breathing Apparatus) masks. He stated that the matter will be revisited at the next Board meeting after staff obtains an estimated value for the equipment. Potential options discussed included declaring the items surplus, donating them, selling them, distributing them to neighboring agencies, or disposing of them. The SCBA masks were acquired through a grant and are approximately 15 years old.

Chief Chance reported that several neighboring districts have expressed interest in the SCBA masks and that he would consult legal counsel regarding potential liability concerns. Director Stanton suggested utilizing a third-party service to surplus the equipment, noting this could present an opportunity for additional revenue. Director Stanton stated that there are companies we can utilize to sell the equipment. Director Palisi expressed concern about selling equipment that was originally acquired through a grant and would prefer us to donate to other departments. Chief Chance noted that we've utilized some of those surplus companies for surplus many of our vehicles.

**6. Policies for Review:**

- a) 800 – Records Management
- b) 801 – Release of Records
- c) 802 – Subpoenas and Court Appearances
- d) 803 – Patient Medical Record Security and Privacy

**7. Fire Chief Interview**

Chief Schick reported that staff held a Fire Chief assessment on January 9. After meeting with the Board Presidents, they decided to initially open the Fire Chief's position to internal candidates. They only had one applicant, Deputy Chief Chance, and he was invited to the assessment center which had an interview panel, a budget scenario, and a public speaking/HR scenario. After a thorough interview, the panel felt strong support that Chief Chance was well qualified for the position. Director Webb said Chief Chance had done well.

Director Stanton stated his objection was to the process, not to Chief Chance personally, and emphasized concern about not conducting an external search. Director Russell noted that they were considering internal

candidates first, consistent with common practices in many corporations. Discussion followed, during which the board asked Chief Chance questions regarding his background and his future plans. Chief Chance stated that he loves the community, considers Florence his home, and is raising his family locally with the intent to remain long-term. Director Buss shared that it was a rare opportunity to have someone local who was invested in the community. Director Carrillo noted it was beneficial to have a candidate who has an established rapport with stakeholders and is familiar with the district's target hazards. Chief Schick directed that further Board discussion continue in Executive Session.

8. **Executive Session:** Per ORS 192.660(2)(a), to consider the employment of a public officer, employee, staff member, or individual agent. The board entered into executive session at 6:45 p.m. Executive session ended at 7:05 p.m., and the directors returned to the regular meeting.

Chief Schick informed that no decisions had been made during the Executive Sessions.

**WLFEA: Director Buss made the motion to move forward with the internal candidate, Deputy Chief Rob Chance, for the Fire Chief's position. Seconded by Director Carrillo.**

A brief discussion occurred. Director Webb noted that the next order of business would involve negotiations, which Chief Schick confirmed. Director Stanton stated that he remained opposed to the Chief's hiring process, expressing concern that the process was unclear and unfair in that it did not consider other potential external candidates, even though the internal candidate was well established within the agency.

**A roll-call vote occurred. Director Russell, Director Stent, Director Webb, Director Holbrook, Director Buss, Director Palisi, and Director Carrillo voted Yes. Director Stanton voted No. The motion to move forward with the internal candidate, Deputy Chief Rob Chance, for the Fire Chief's position passed.**

**DIRECTOR COMMENTS:** None

**FUTURE BUSINESS:**

The next regular Joint Board Meeting is scheduled for February 26, 2026, at 6:00 p.m.

**The regular meeting adjourned at 7:09 p.m.**

Respectfully submitted,  
Holly Lais, Recording Secretary



## Memorandum

To: WLFEA Board of Directors

From: Fire and EMS Chief Michael Schick

CC: Trish Lutgen, Dep. Chief Chance

RE: Chief's Board Report February 26, 2026

**1) Review of Mutual Aid agreement with Yachats and South Lincoln Ambulance**

The Chiefs will be meeting with the new Fire Chief for Yachats Fire Protection District on Tuesday, February 24<sup>th</sup>. They are also responsible for the South Lincoln ASA which covers the northwest corner of Lane County and shares a border with us.

**2) Grievance update**

Discussions with the Union on using the mediation process to settle their grievances were not successful. Consequently we have instructed our attorney to work with Union legal representation in setting up an arbitration hearing.



## Western Lane Fire and EMS Authority

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### Memorandum

**To:** WLFEA Board of Directors, Chief Schick  
**From:** Deputy Chief Rob Chance  
**CC:** Trish Lutgen  
**RE:** Operations/Training Report February 2026

#### Call Breakdown: November

Incident Type Category: 1 Fire	2
Incident Type Category: 3 Rescue and EMS Incident	421
Incident Type Category: 4 Hazardous Conditions (no fire)	2
Incident Type Category: 5 Service Call	5
Incident Type Category: 6 Good Intent Call	18
Incident Type Category: 7 False Alarm	5
Incident Type Category: 9 Special Incident	0
<b>Total</b>	<b>452</b>

#### Medical Control Board

The Lane County Medical Control Board met on 2/3 to review proposed changes to the Lane County protocols. The changes have been approved and are now posted online. The additional WLFEA protocols approved by Dr. Poulsen are also live.

#### Training

We have set up a vehicle extrication area at Sutton Lake Station 4. This area will allow us to cut cars when shift schedules allow rather than having to gain access to scrap yards. The cars are provided and collected by Sherwood Towing.

#### Fire Defense Boards

The Lane County Fire Defense Board met at the Lane County Regional Training Center on 2/19 and discussed upcoming training symposiums hosted by the state fire marshals office. There was a lengthy presentation by Upper McKenzie Fire regarding a vote of support for their department operating an ambulance and amending Lane County Code Chapter 18. The motion of support did not pass.

## **Certifications**

Congratulations to the following members on their recent DPSST achievements:

- **Chase McCord** – NFPA Common Passenger Vehicle Rescue – Operations
- **Amanda Hinkle** – NFPA Hazardous Materials Awareness

Congratulations to the following members on their recent EMS achievements:

- **Don Quinn** – Flight Paramedic Certified



## Operations – Logistics

### January

- Annual WLFEA Christmas Tree pickup fundraiser
- New MSA SCBA placed in service
- Annual uniforms issued to line staff

### Apparatus

- WT-631: Pump trouble shooting
- M-614: Lightbar/roof repair
- M-613: New tires
- M-612: Suspension inspection
- C-603: Service
- M-619: Electrical troubleshooting
- WLCR-2: Seat repair
- C-605: Service
- WT-635: New graphics
- S-201: Service
- BR-654: Electrical repair

### Equipment

- New MSA SCBA in service training of all line staff and placed in service

### Facilities

- Station 1: Station backup generator annual service and load test
- Station 2: Station backup generator annual service and load test
- Station 4: Gravel added to training grounds to allow for extrication training of donated vehicles

**Report submitted by:**  
**Andy Gray – Division Chief**



**WLFEA**

# Western Lane Crisis Response

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

February 2026

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

Prepared by Melissa House, QMHA-I

### General STATS for the month of January

Total of **128** calls of those **59** were phone contacts

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

WLCR prevented **89** individuals from being arrested or seen in the hospital

**2** individuals were taken to Peace Harbor Hospital

The Justice Department requested WLCR **4** times, and the Hospital requested WLCR **18** times/Clinic **0**

**41** Mental Health calls

**3** Suicidal Ideations

**13** Homelessness

**9** Family Disputes

**8** Welfare Checks

**9** Acute Trauma/Sudden Death

**5** Drug/Alcohol

**0** Structure Fire

**1** Cancelled Enroute

**21** Needing Resources

**9** Other calls

**1** Youth

**8** Veteran

**51** Medicaid

**14** Transports

### Program Update:

January saw a record-breaking call volume with 128 calls!

WLCR continues to provide 24/7 coverage with a QMHA and Peer Support Specialist on every call.

WLCR is collaborating with Nic, the new MIH Coordinator, to develop a structured approach for serving shared clients and to clarify how MIH and WLCR can best support and complement one another.

Western Lane Crisis Response (WLCR) was honored by the Special Districts Association of Oregon (SDAO) with an award recognizing WLCR as an Outstanding Special District Program. This recognition reflects the team's commitment to providing responsive, community-based crisis services and highlights the positive impact WLCR continues to have across Western Lane

County. The award acknowledges the dedication, collaboration, and innovation that make this program successful in serving our community. Thank you to Director Russell and HR Manager Trish for being present and supporting WLCR during the award presentation.

### **Lane County:**

#### Youth Crisis and Stabilization Services Update

River View Mobile Crisis and Stabilization youth services have been defunded. Lane County will assume responsibility for youth crisis and stabilization services moving forward.

At this time, Western Lane Crisis Response (WLCR) continues to provide youth crisis response in Western Lane County and offers case management for youth who are not admitted to higher levels of care.

River View will remain in operation for outpatient and day treatment services.

### **SAMHSA:**

SAMSA SCARE! Last month, our SAMHSA grant was briefly impacted by a sudden federal cancellation order. Representatives across all states quickly mobilized and advocated for the decision to be reversed, and the order was overturned the following day.

We have been advised that there may be ongoing attempts to challenge this funding periodically. Senator Wyden's office has been very supportive of our program and is closely monitoring the situation.

### **Western Lane Crisis Association:**

SAVE THE DATE: WLCA is partnering with Charlie Health to host a Suicide Prevention Walk/Health Expo on September 26<sup>th</sup>. More details to come.

WLCA's website is now live though still a work in progress. Pictures need to be updated.

<https://westernlanecrisisassociation.org>

### **Client Advocate Update:**

**54** Clients needing follow-up

**170** Total F/U calls made- **5** were in person

**6** Clients with Suicidal Ideations

**7** cases required an elevated level of support and intensive case management. *WLCR successfully reduced unnecessary EMS and 911 utilization for these clients.*

### **Brief Success Stories:**

We are celebrating a big success with a client we've been supporting closely. After careful guidance and support, the client agreed to transition into long-term care. Previously, they were living in a home that was unsafe for their health and overall well-being. Since the move, the client has been thriving—happy, safe, and receiving the care they need to maintain their health and quality of life.

### **Youth Client Advocate update:**

There are currently two active youth cases that the YCA is specifically engaged with. YCA will continue providing services and support to these youth through the month of February.

### **Presentation Updates:**

Upcoming presentation with ODHS on the 20<sup>th</sup> @ 9:30 am for their staff!!!

Library presentation 25<sup>th</sup> @ 10:30 am!!!!

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



## Western Lane Crisis Response January 2026

## COMMUNITY IMPACT

<b>Total number of Calls per Month</b>	<b>128</b>
Mental Health/Suicidal Ideations	41
Grief/Trauma	9
Homelessness	13
Family Disputes/Welfare Checks	17
Drugs/Alcohol	5
"Other" Life Crisis	30
Requested to respond to Justice Department	4
Requested to Respond to PH Hospital/Clinics	18
Prevented from going to PH Hospital or from being detained by Law Enforcement	89
Resolved without a higher level of care	102
# of Diversions (Relieving LE from scene or preventing LE response)	50

**CONVENING 20  
OF THE OREGON 25  
FIRE SERVICE**



**SUMMARY &  
SOLUTIONS**





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# 2025 MEETING

In December 2025, fire service representatives convened at the Oregon State Fire Marshal's headquarters to review the 2024 report, assessing whether its issues remain relevant and identifying any new topics to include. Insights from these discussions are incorporated throughout the report.

The accomplishments from the last legislative session were highlighted:

- House Bill 3940 and the new rural fire protection district taxing
- Senate Bill 454 to study the delivery of services and funding issues for rural fire protection districts



# INTRODUCTION

**Oregon fire service leaders gathered at the Oregon State Fire Marshal headquarters in June 2024 to discuss critical issues facing the fire service.**

**This group met as a subcommittee of the Governor's Fire Service Policy Council to meet the intent of ORS 476.680(6).**

The Oregon fire service is essential to the safety of millions of people, providing fire protection, emergency response, and emergency medical services, often the first on scene when 911 is dialed.

The fire service is facing increasing external factors impacting service delivery. The frequency and intensity of calls has significantly increased, driven by population growth, unprecedented social issues, and community expansion, both into the wildland-urban interface and in housing and population density.

Over the last decade, response to Oregon's social issue calls, like fires and emergencies in houseless encampments and drug overdoses, have significantly strained the system. The response pressure to calls like this are pushing the fire service's system to the brink of collapse. Despite rising demand, fire agency budgets remain stagnant, creating a significant strain on resources and personnel.

The fire service is using innovative strategies and adaptive measures to sustain essential services despite the absence of a unified state approach to meet increasing demands. These efforts, while commendable, are reaching a breaking point.

A paradigm shift from reactive to proactive is necessary. The Oregon fire service and its leaders must identify funding solutions and shifts in public expectations for response to meet the demands of current conditions. The fire service needs long-term and sustainable investments to ensure adequate service across the state.

A community risk reduction approach and basic prevention are the way of the future, saving substantial financial resources downstream by preventing costly damages and minimizing response expenses.

This document discusses critical issues and explores the systemic changes required to modernize and stabilize the fire service's capacity to assist and protect Oregon's communities. By embracing proactive solutions and advocating for increased funding, the fire service can rise to the challenges of today and the future.



LEADING - SERVING - SUPPORTING





*"It's never been more apparent to the Oregon fire service that we're doing more with less. Operating on 1990s staffing levels, our needs have never been more demanding, and retaining and recruiting firefighters is more difficult than ever. The time is now for all Oregonians to invest in essential services across our state. The convening of the Oregon fire service is the first step in ensuring protection for all Oregonians, both for fire and emergency medical services."*

**Karl Koenig, President of Oregon State Fire Fighters Council**

*"To effectively address the funding challenges with EMS in Oregon, it is imperative that action is taken at the state level."*

**Chief Amy Hanifan, McMinnville Fire District**



*"The fire service responds to every call, every time. We don't ever say "no, we're not coming." If we run out of resources, our neighbors provide mutual aid. Someone always answers the call, and that's unique to the fire service. However, what we're experiencing now is our neighbors are unable to support mutual aid like before. Just a few years ago when we called for mutual aid, all our neighbors participated. Today, we are lucky to get one or two to respond. We have to call for resources farther and farther away if we are lucky enough to get help at all."*

**Chief Joseph Rodondi, Lebanon Fire District**



*"We're experiencing a life safety crisis with EMS and our lack of capacity to handle calls for service. Capacity comes when you have appropriate EMS funding."*

**Chief Jeff Blake, Jefferson County Fire District 1**



*"EMS is going to lead to the demise of small agencies like mine. We supplement \$25,000 to our EMS agencies every year and we can't continue. It takes away our fire response budget. The smaller agencies next to us are going to start collapsing and that will start impacting us with mutual aid. Pretty soon, we're going to start collapsing."*

**Chief James Oeder, Nestucca Rural Fire Protection District**



*"When there are no ambulances, that hampers the fire service. How many times do we want to play this game before somebody dies? It's a real life-safety issue."*

**Isaac McLennan, Portland Fire Fighters Association IAFF Local 43 President**



The categories discussed during the Convening of the Oregon Fire Service include increased calls, emergency medical services, workforce issues, wildfire, regulations, and funding. *The critical issues highlighted in this report overlap in categories.*

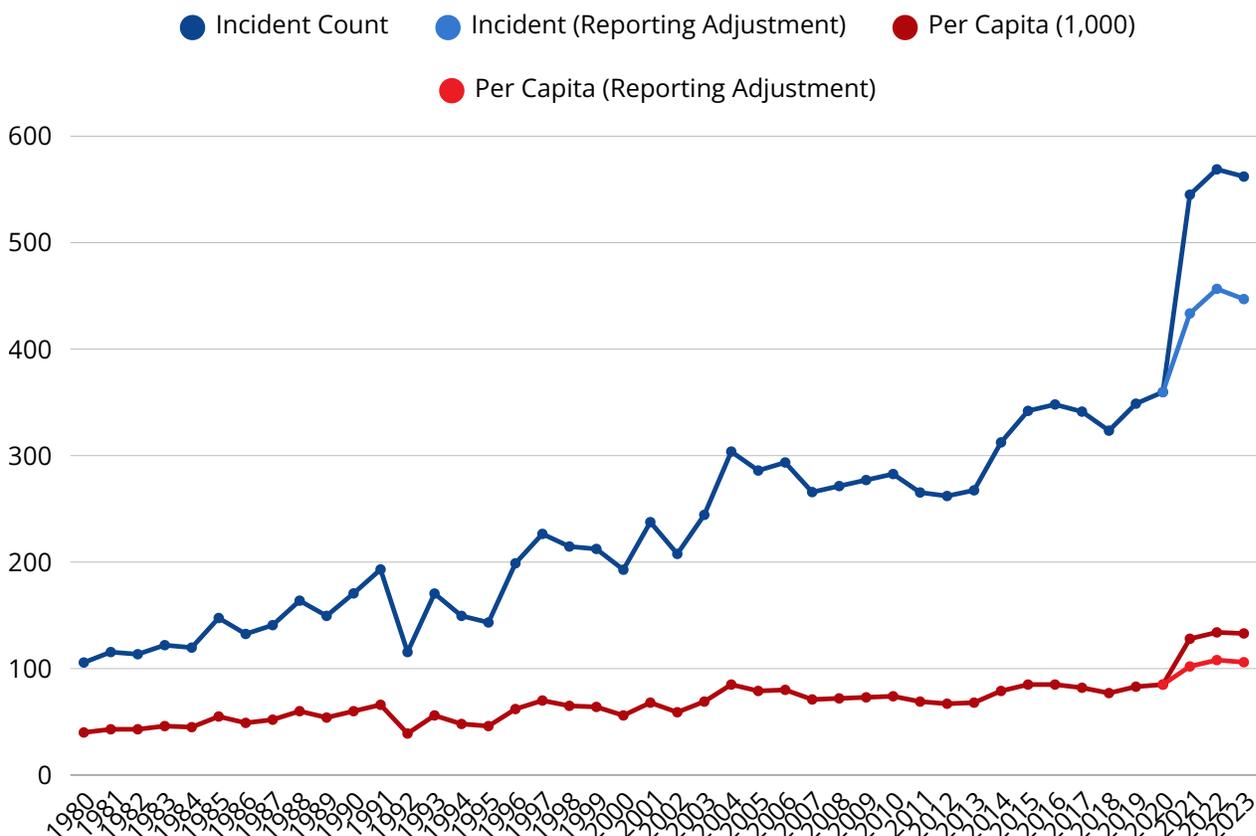
# INCREASED CALLS

The significant rise in calls in recent years is caused by many things: social issues like drug overdoses and fires or medical issues in houseless and vulnerable populations; COVID-related responses; impacts from population increases; EMS issues resulting in long wait times to get fire service units back into service; and increasing service demands because of housing expansion, both in density and wildland-urban interface expansion.

Population growth in communities is driving call volume. Many areas experience a large influx of visitors, making the impact on emergency response greater.

The fire service responds to fire, all-hazard, and emergency medical services calls. From 2019-2023, rescue and EMS calls accounted for 63 percent of the overall call volume. A large driver of EMS calls are social issues identified above.

**TOTAL REPORTED INCIDENTS (1980 - 2023)**



Data provided by the OSFM's Analytics & Intelligence Unit

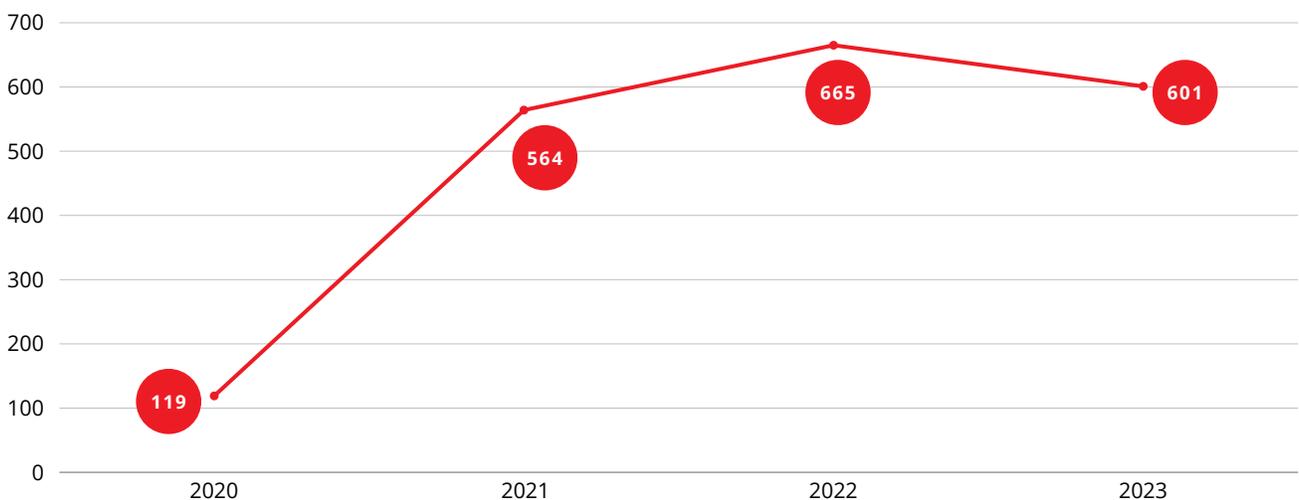
Reporting adjustment: from 2011 - 2020, Portland Fire Bureau and Salem Fire Department only submitted fire incident data to the OSFM. In 2021, both agencies began reporting aggregate data totals for non-fire incidents. This graph reflects the overall trend of incidents without the additional non-fire incidents submitted by Portland Fire Bureau and Salem Fire Department beginning in 2021.

As a result of being the primary responders to EMS calls, the fire service is experiencing critical strain. These calls are challenging, demand significant resources and time, and are not funded. The current model is unsustainable.

One example of a strain affecting the fire service is the fentanyl epidemic, causing multiple overdoses in users. The use of Narcan is causing a cyclical response need from the fire service: patients are given Narcan and refuse transport, then overdose again.

Since 2020, fatal overdoses involving illicitly manufactured fentanyl have dramatically risen between 2020 and 2022 throughout Oregon, increasing from 223 to 843, nearly quadrupling in two years (State of Oregon, n.d.).

### UNSHELTERED TENT/ENCAMPMENT FIRES\*



*Data provided by the OSFM's Analytics & Intelligence Unit*



# INCREASED CALLS

## 2025 UPDATE

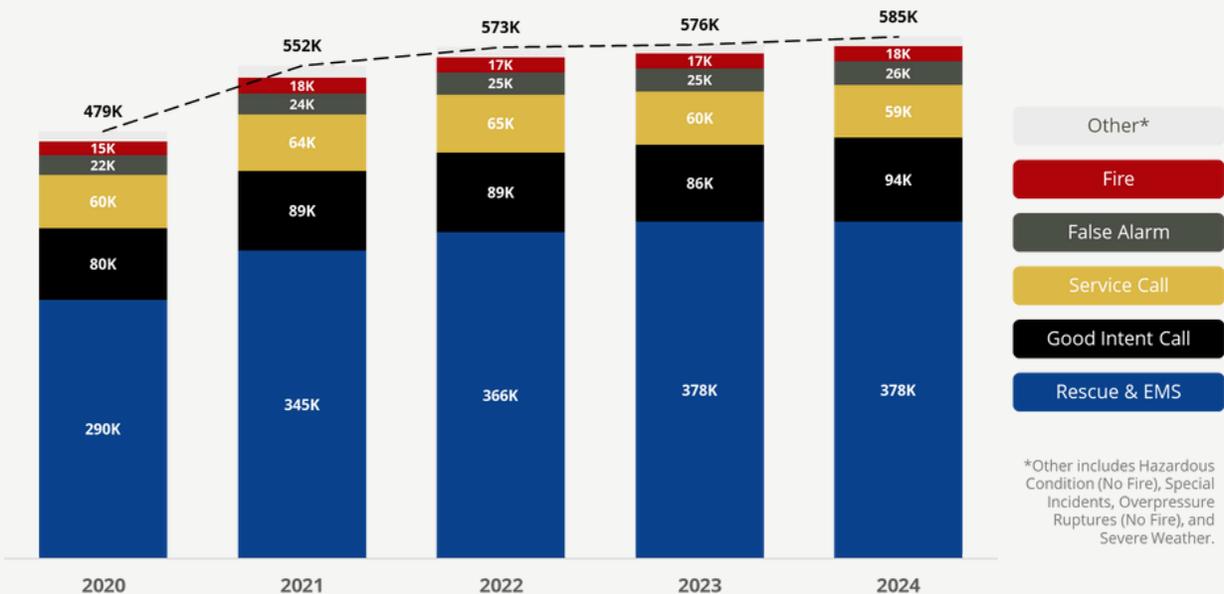
Fire service leaders confirmed that call volume continues to rise, particularly those involving mental health crises, substance use, and unhoused populations. These calls remain frequent and are increasing, pulling first responders away from other emergencies.

This trend compounds stress and mental health challenges for firefighters and EMTs. Higher call volume adds pressure to an already strained workforce. These responses are largely unfunded, creating additional financial and operational complications.

### SOLUTIONS

- Explore alternative response models, both legislative and non-legislative, to reduce strain on fire agencies.
- Evaluate data sources such as GEMT (Ground Emergency Medical Transport) for funding opportunities.
- Continue collaboration with state and local partners to identify sustainable approaches.

**Total Reported Incidents by Year & Type**  
2020-2024



Data provided by the OSFM's Analytics & Intelligence Unit

- Call volume continues to rise year over year (average annual increase of 5% from 2020-2024).
- EMS calls increased the most of any call type during this period (average annual increase of nearly 7%).
- Fire calls increased at 3% annually during this period on average.

# EMERGENCY MEDICAL SERVICES

EMS is a complex issue for the fire service, causing funding shortages, a lack of staffing, and periods of time without firefighters available to respond to other calls.

Data shows there was a significant uptick in calls in 2021 and 2022, possibly correlated with the passage of Measure 110 (2021). Overdose-related emergencies are negatively impacting the response system.

The fire service is experiencing a drastic increase in EMS calls from social issues like drug overdoses and responses to fires and medical issues for people who are unhoused and socially vulnerable. These issues are resulting in a public safety crisis where the fire service is typically the frontline first responders. The fire service does not typically receive funding for these social issue calls unless they transport a patient to an emergency room. Cities and counties receive some funding.

A healthcare gap leaves fire districts with more patients and the responsibility of transporting or providing services. Patients without appropriate preventative medical care or transportation to hospitals or care facilities rely on 911 and the fire service to fill this need. Elderly patient requests are also increasing. Strains on Medicare reimbursements are impacting for-profit ambulance services and leave fire agencies with another void to fill on resources stretched thin.

Oregon's licensing and scope for EMTs and paramedics is far greater than national standards, making it difficult to attract people with this skillset from other states. This affects the fire system as a whole, burdening rural areas the most.

EMS calls are expensive; the true cost includes personnel time, apparatus, and medical equipment. The fire service being the first response model without transport revenue is unrealistic for long-term service stability.



The fire service has no reimbursement model or revenue source for EMS response without transport, even though these calls are the majority of responses. Ambulance service areas are an unfunded mandate and fire service taxes are supplementing EMS services. If Oregon could solve the EMS funding issue, it would improve fire response. Less than 10 percent of calls require a paramedic, yet paramedics are sent to 911 calls because of a lack of a clear response model in the state for these non-urgent calls. Paramedics provide critical assessment and treatment to patients requiring advanced life support level care.



Lebanon Fire experienced a significant increase in overdose responses, now averaging 300 overdose responses a year. Jackson County Fire District 3 had more than 460 overdose and drug-related calls in 2023, representing five percent of their total call volume.

## EMS SOLUTIONS

### NON-LEGISLATIVE

- The fire service needs to explore new models to fund EMS response overall.
- Oregon must explore options for paramedic scope of practice along with EMT use and training to increase effectiveness.
- The fire service must explore partnering with community care organization systems and insurance providers including Medicare and Medicaid.
- The Ground Emergency Medical Transport (GEMT) program requires review to provide ease of access for providers and program transparency.
- Standardize first response EMS requirements for certification, training, equipment, etc.
- Continue support for data collection and use for system improvement and funding.

### LEGISLATIVE

- Explore ways to fund the fire service for the high number of social issue response EMS calls.
- Look at legislative options regarding the emergency room healthcare gap that results in overuse of the fire service and emergency room.
- Allow EMS and ambulance agencies flexibility to provide alternative response services with associated funding mechanisms.
- Explore state funding pathways for EMS services, especially in Oregon's rural areas.
- Examine legislative options regarding emergency room capacity on EMS systems.
- Explore or allow funding to provide EMS services in areas impacted by high traffic or recreational use.
- Consider aligning licensing and scope of practice for EMTs and paramedics with the national standard.

# EMERGENCY MEDICAL SERVICES

## 2025 UPDATE

The group reaffirmed that emergency medical services (EMS) funding remains a critical challenge. Medicaid and Medicare reimbursement rates are placing significant strain on fire service budgets. As reimbursements decline, fire agencies increasingly serve as primary providers for vulnerable populations.

EMS equipment and supply costs are increasing, further straining the fire service.

If current funding trends persist, Oregon risks losing ambulance services that are currently subsidized. Local hospitals are closing or reducing services, leading to canceled appointments and delayed care, further increasing reliance on the fire service for emergency transport. Interfacility transfers remain a major burden, leaving local resources limited as the ambulance is completing a hospital-to-hospital transfer.

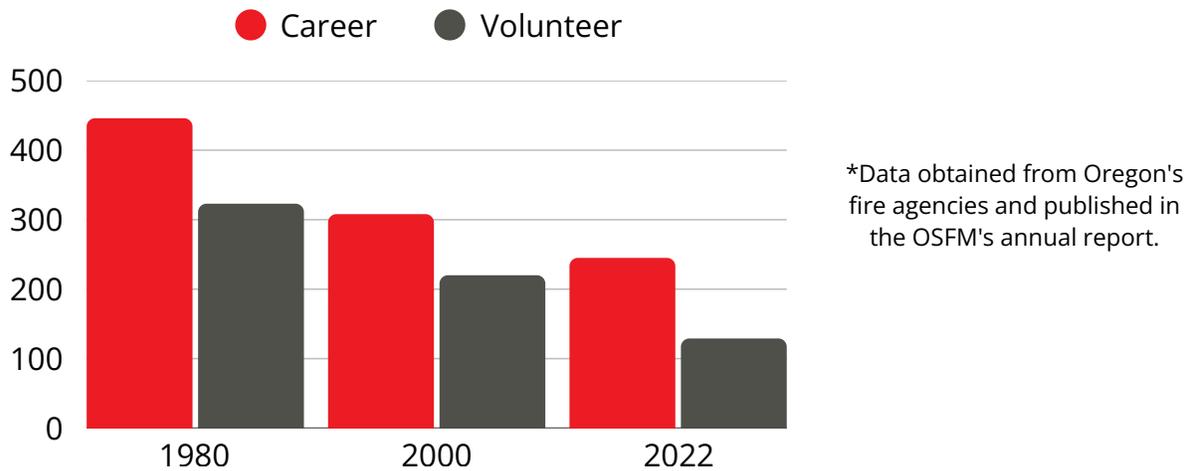
### SOLUTIONS

- Explore alternative EMS funding models, including reviewing best practices of other states.
- Elevate the conversation to a national level to highlight systemic funding gaps.
- Educate legislators on the financial realities of EMS and ambulance service areas.
- Engage insurance and healthcare industry representatives to identify collaborative solutions.
- Continue efforts to improve reimbursement programs such as GEMT (Ground Emergency Medical Transport).

# DECLINING WORKFORCE

The fire service is experiencing an impactful and continuous decline in career and volunteer firefighters. The fire service must find ways to recruit and retain volunteer and career firefighters as they experience increased financial and physical strain from service demands.

## OREGON STRUCTURAL FIREFIGHTERS PER CAPITA (100,000)



Public service and the Oregon fire service are a foundational part of Oregon's history. Volunteer fire companies date back to the middle 1800s and volunteer firefighters remain integral to Oregon's fire service future. Realizing community public safety needs and evolving challenges like houselessness, public health social issues and aging populations, increased professional standards, and increasing effects of tax limitations make it difficult to recruit and retain volunteer firefighters. Communities must decide how to provide fire protection in light of these challenges to meet the evolving needs of those who request help in an emergency.

Work-life balance, behavioral and physical health, and other factors are contributing to the decline in fire service personnel. The fire service needs to remedy these issues to slow the decline. Incentivizing volunteers, providing opportunities to access behavioral and physical health programs, and ensuring adequate firefighter pay and benefits are effective methods.

Substantial generational changes are facing the fire service. Younger generations must be exposed to fire service careers. Mental and physical health are a priority. The fire service must focus on reimagining what their workforce looks like to adapt. The fire service should continue to explore ways to attract more diverse candidates.

Fire agencies are understaffed and forced to do more with less. To meet the growing demand, alternative funding is essential. Despite efforts to boost staffing through incentives, educational opportunities, and career benefits, these measures are not enough to maintain paramedic licensure levels. To improve both fire and EMS outcomes, the number of firefighters, EMTs, and paramedics must be significantly increased.

## STAFFING TYPES OF STRUCTURAL FIRE DISTRICTS

2023

### Fire Districts, by Staffing Type

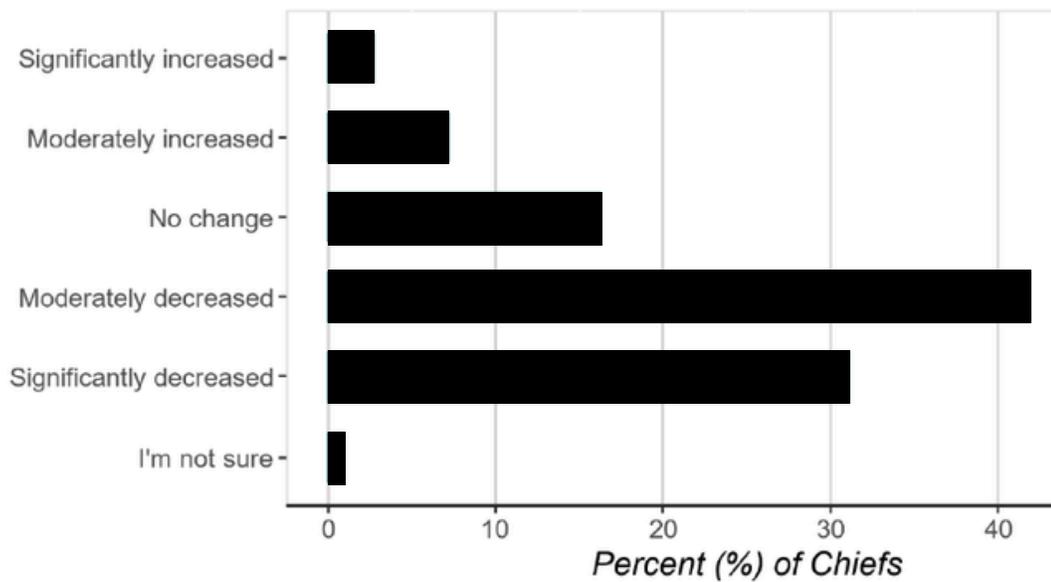
- Career
- Volunteer
- Combination
- Pending
- Unknown
- County Boundaries



Prepared by the OSFM GIS Team  
November 2023

Data provided by the OSFM's Analytics & Intelligence Unit

### Figure 1: Department Change in Number of Volunteer Firefighters Within Last Five Years



Source: Legislative Policy and Research Office  
Data: Volunteer Firefighter Recruitment and Retention Survey



Ninety-four percent of Oregon fire departments register as all-volunteer or a combination of career and volunteer firefighters.

# WORKFORCE SOLUTIONS

## NON-LEGISLATIVE

- The fire service should educate about the public health crisis and its impact on the fire service.
- Volunteer fire agencies could use programs like the Length of Service Award Program to attract firefighters.
- The fire service should continue outreach to younger generations for recruitment through career job fairs, explorer programs, military fairs, apprentice opportunities, etc.
- The fire service should explore pay and benefits for emergency medical technicians and paramedics to improve recruitment and retention.
- Find regional opportunities to provide essential service outside traditional fire service boundaries. This includes things like community training, emergency help, and finding new funding sources beyond property taxes.

## LEGISLATIVE

- Oregon should continue to fund the OSFM's wildfire season staffing grant. For 2022 and 2023, the grant increased capacity by 3,476 firefighters in 220 communities.
- The legislature should continue investing in the Oregon Fire Fighter Apprenticeship Program; it's proven successful in reaching new firefighters, increasing capacity, and drawing diverse candidates.
- Oregon should explore how to incentivize volunteerism.
- Consider having smaller fire agencies enter agreements with bigger departments: if large departments employ current volunteers or career firefighters from smaller agencies, there could be incentives for the agency that lost the personnel member.
- Design, develop, and implement a statewide EMS funding program that would apply regardless of fire service boundaries and ASAs.

# WORKFORCE ISSUES

## 2025 UPDATE

The expectation that the fire service will “always say yes” continues to drive burnout and, in severe cases, post-traumatic stress disorder. Increased call volume with limited staffing exacerbates this issue. Paid Leave Oregon is creating unintended consequences, leaving shifts unfilled and adding strain.

The OSFM’s [Oregon Fire Service Health and Safety Collaborative](#) remains a valuable resource for first responders.

### **SOLUTIONS**

- Continue to monitor the impacts of Paid Leave Oregon on public safety agencies.
- Continue expanding behavioral health support and workforce resilience programs.

# WILDFIRE CRISIS

Oregon's growing wildfire crisis is well documented. The state took a step to address it with 2021's Senate Bill 762 with funding to boost equipment, staffing, and wildfire protection programs. Senate Bill 762 provided one-time investments, but the funding is now expended, and fire agencies must find substantial amounts of money to protect their communities. While this was a step forward and provided meaningful funding, it fell short of the amount required to address the wildfire crisis.

The Oregon State Fire Marshal's grant programs offered from Senate Bill 762 funds protected Oregon communities with firefighting equipment and staff. Grant programs must be extended, especially the wildfire season staffing grant. All fire agencies, from rural fire protection districts to large departments, benefit from these programs.

The OSFM created Response Ready Oregon to address the wildfire crisis. Through these programs, the OSFM can mobilize firefighters and equipment as an incident escalates before it becomes a conflagration, preventing costly wildfires from spreading into communities. The OSFM partners with other agencies to use aircraft to stop wildfires. This has proven to be invaluable for fire districts who historically did not have access to these critical firefighting tools.

More capacity and equipment challenges exist for the fire service to respond to the increasing wildfire threat. Many departments simply lack the funding, based on the issues above, to staff for the increasing wildfire season and also lack equipment to respond. The OSFM created two programs to address these issues: the wildfire season staffing grant and the Engine Program. The staffing grant funds smaller fire agencies, 192 in 2024, to add firefighters to respond to wildfires and local calls. Through the Engine Program, the OSFM is strategically distributing 75 fire engines at local fire agencies around the state. The combination of additional capacity and fire engines has proven successful.



Wildfire is the great equalizer, no longer exclusively in rural areas. Whether there is fire near our communities or smoke in the air, wildfire impacts every Oregonian. Over the past three decades, wildfire trends shifted significantly. The western U.S. saw a 246 percent increase in structures lost to wildfires when comparing the decade from 1999-2009 to 2010-2020. Fires increasingly spread north and west, impacting regions previously considered low risk. This expansion is exacerbated by climate change, intensifying wildfire frequency, size, and severity.

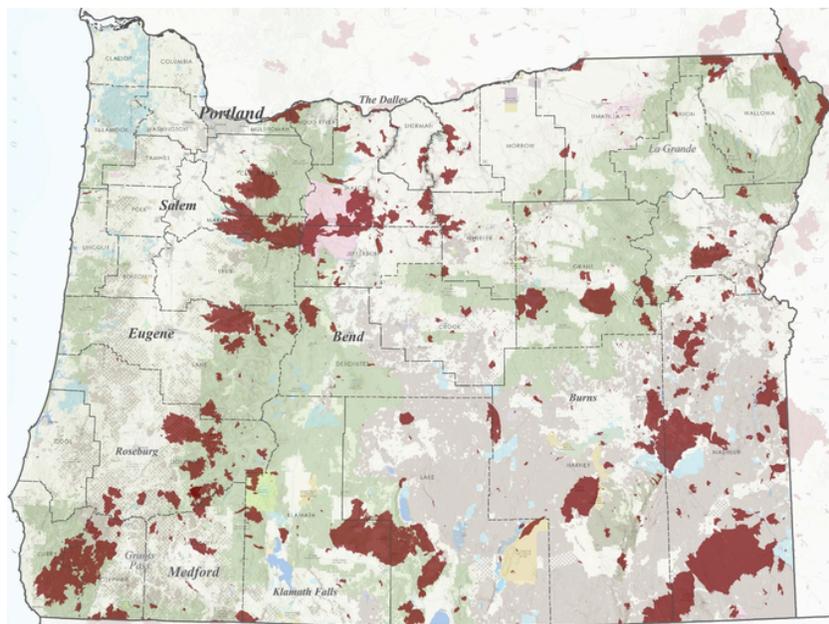
As a result, the fire season has extended, and areas with little history of wildfires now face substantial threats, stressing the importance of comprehensive risk reduction strategies to safeguard people, property, and the environment (Wildland Fire Mitigation and Management Commission, 2023). Along with devastating losses, wildfire also affects insurance for Oregonians. If changes aren't made, the insurance market won't be stabilized. Oregon should focus on wholesale risk reduction through enhanced prevention programs and partnering with the insurance commissioner to meet industry needs.

The OSFM's defensible space program is one example of success in wildfire preparedness. This program helps home and property owners with tools to better protect their properties before they're impacted by fires.

Through various community wildfire risk reduction programs, the OSFM has lessened wildfire risk around the state, providing egress access for neighborhoods and improved ability for initial fire attack. New and creative mitigation programs are being used, like goats and other grazing animals to create defensible space in areas machines cannot access. Fire agencies want to keep these programs going, which requires continued funding.

A top wildfire mitigation funding request nationally is community wildfire risk reduction funds to build resilience and lower risk. Oregonians witnessed successes and there is a need to continue funding these valuable programs.

## HISTORICAL LARGE FIRES IN OREGON FROM 2012 - 2021



*Data provided by the Oregon Department of Forestry*

# WILDFIRE SOLUTIONS

## NON-LEGISLATIVE

- The fire service should continue prevention programs and initiatives through public safety messaging.

## LEGISLATIVE

- Senate Bill 762 provided one-time funding to the fire service that helped meet the growing wildfire crisis, but the funding is expended. Oregon fire agencies need continued funding for suppression, prevention, and mitigation. An example of a successful initiative is the OSFM's wildfire season staffing grant. This is the final year they have funding for it.
- Continue to fund the OSFM's Engine Program.
- Oregon should focus on wholesale risk reduction by continuing prevention programs and partnering with the Department of Consumer & Business Services to meet industry needs.



# REGULATIONS

The lack of affordable housing and the building industry are creating pressures on the national fire service to downgrade certain components of fire and building codes.

Decreasing safety requirements make construction less expensive and produce more housing, but significantly increase fire and life safety issues. Reductions in life safety standards further burden the already-strained fire service and put firefighter safety at risk.

Current code issues include:

- Single stairwell requirements for certain buildings that reduce safety standards.
- Sprinkler requirements that reduce safety in certain facilities like childcare establishments and adult foster homes.

There are other emerging code issues that could reduce fire and life safety in new buildings. The safety of our firefighters and the public is the fire service's top priority. These code and standard reductions affect the safety of Oregonians and first responders.

We must find a way to navigate affordable housing issues while also upholding fire and life safety standards in our fire and life safety and building codes.



# REGULATIONS

## 2025 UPDATE

There's been a growing trend to legislate the fire and building code instead of industry creating code advisory boards. Legislating specific code language in statute should be avoided. Instead, code-making bodies should vet and evaluate potential opportunities through their appropriate processes with subject matter experts.

We need to continue fire and building code standards and refinement and improvement, and avoid the degradation or erosion of proven standards to address housing crisis concerns.

Access challenges remain a priority, including street width, elevator size, and water supply. Emerging issues include energy storage systems and building designs such as scissor stairs and single-stair configurations.

### **SOLUTIONS**

- Convene a group of fire officials to proactively address these regulatory concerns before they become widespread.
- The fire service should create a strategy for how all the fire service associations will respond because these codes affect the entire fire service.

# FUNDING

As previously established, the number of fire responses is increasing, yet fire agency funding remains stagnant. **Fire agencies adapt to provide more services with less money**, but the fire service is at a breaking point unless they receive appropriate levels of funding.

Rural fire protection districts are particularly vulnerable because their sole source of revenue is from property tax. This is not enough to cover the cost of providing EMS and other services. This issue must be fixed for the future of these districts.

The fire service is the first line response in every Oregon community, answering every call for emergency service. A significant number of calls are for social issues established previously, yet the fire service does not receive funding for the additional call volume.

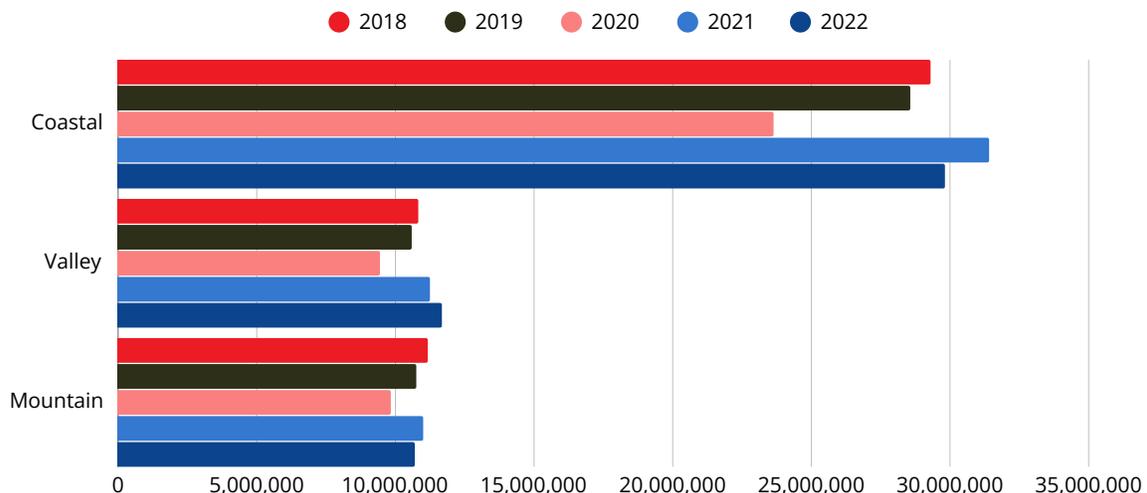
Some areas of Oregon receive large amounts of visitors and tourists, but fire agencies receive no extra funding to cover the costs of emergency response, putting a toll on the local fire service and the community they're paid to protect. State lands are not taxable yet carry a significantly large response burden.

Oregon State Parks experienced another record-breaking year for visitors in 2023 with more than 52.2 million day-use visitors, just behind 2021's historic high of 53 million. For overnight camping, the system saw 2.9 million camper nights (McDonald, 2023).



Silver Falls State Park is expecting 2.1 million visitors this year, adding a large service component to a small fire agency. The same issue exists on federal and Bureau of Land Management lands.

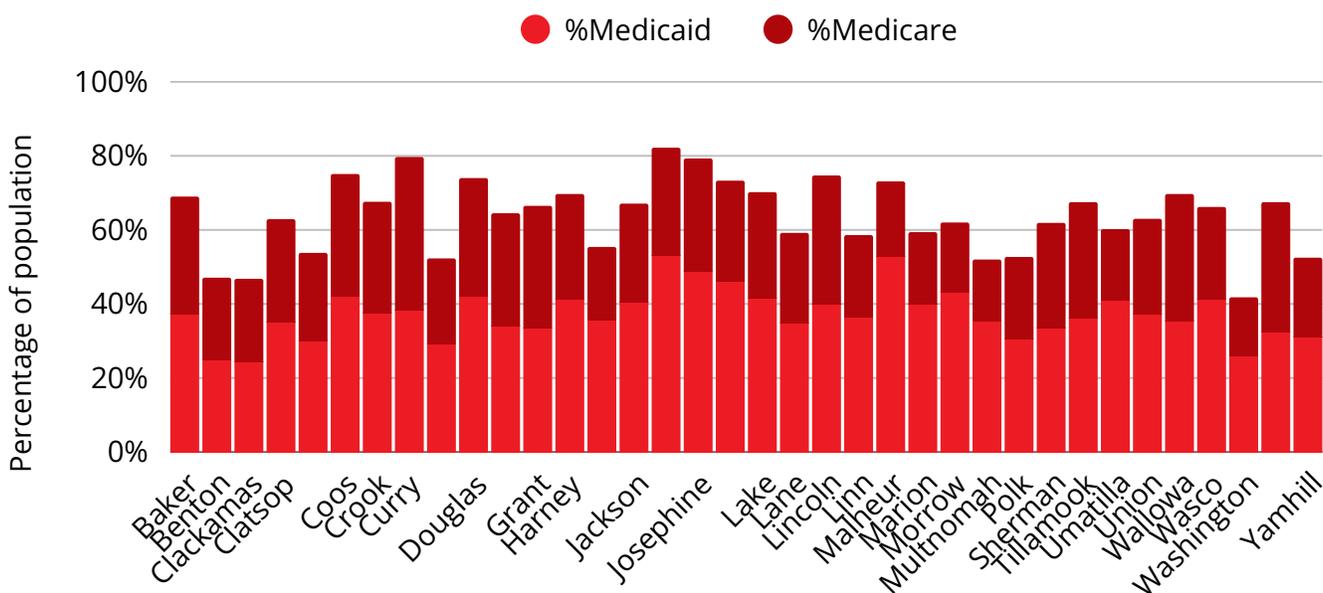
## VISITORS TO OREGON STATE PARKS BY REGION



Data provided by the Oregon Parks and Recreation Department

Many of the patients the fire service responds to are on Medicare or Medicaid that provide a low reimbursement rate. Oregon’s ambulance service is covered by fire departments and special districts to most of its community members. Stable and predictable funding from our partners in an overall healthcare funding approach must be provided. Community care organizations, hospitals, public health agencies, and community service partners must be collectively engaged in all service challenges.

### MEDICAID & MEDICARE REIMBURSEMENT

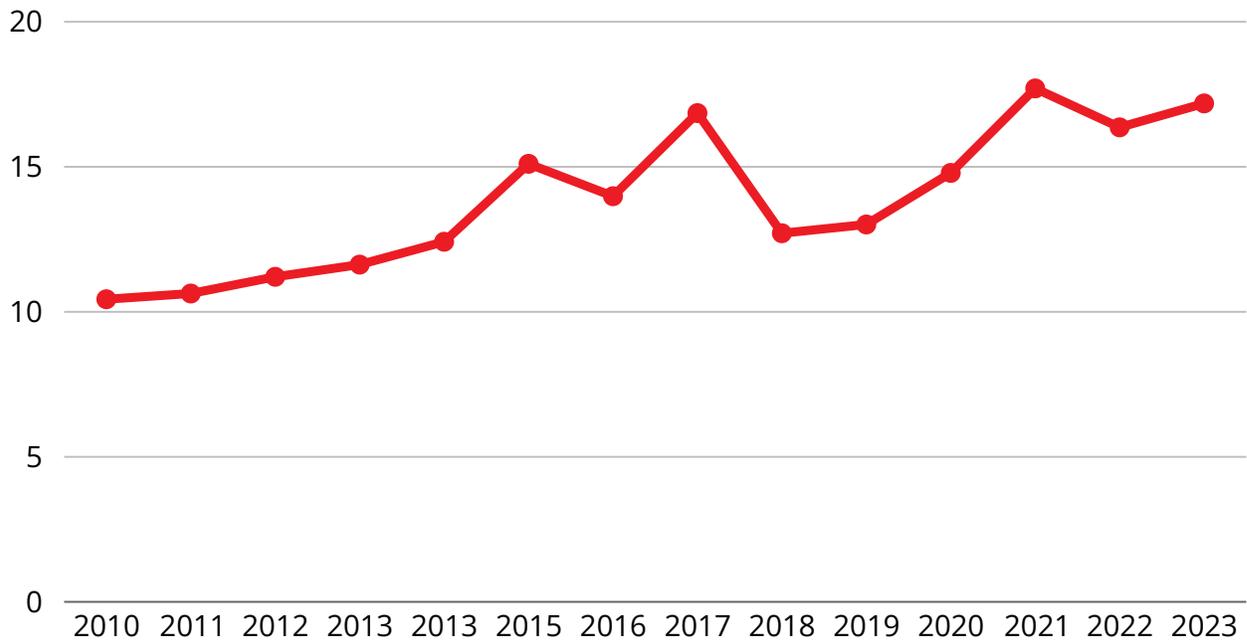


Oregon Office of Rural Health, 5.16.2024  
 Medicaid/OHP eligibles from OHA, April 2024, Medicare is from CMS enrollment data, October 2023  
 Data provided by the OSFM's Analytics & Intelligence Unit

EMS and fire calls are rising. Fire calls require a much larger system response including both number of staff and time. For example, responding to a single-family house fire requires 15 firefighters while most EMS responses involve two firefighters, one typically a paramedic.

Another issue impacting funding for fire agencies are measures 5 (1990) and 50 (1997). Measure 5 introduced a limit to the total level of taxes local governments and school districts could levy. Measure 50 limited the annual growth rate of property taxes to no more than three percent. These impact the ability for local fire agencies to meet demands for service and afford increasing costs of providing those services. Many agencies have been able to pass local option levies and bonds to provide limited additional funding.

## REPORTED FIRE INCIDENTS IN OREGON



*Data provided by the OSFM's Analytics & Intelligence Unit*

# FUNDING SOLUTIONS

## NON-LEGISLATIVE

- The Oregon fire service must continue to focus on prevention. The downstream effects from community risk reduction in policy and investment are worthwhile. Prevention efforts save money, property, and lives.
- The fire service could explore different community response models to reduce funding strain.

## LEGISLATIVE

- Explore the impacts of measures 5 and 50 and address the funding constraints on fire agencies.
- Look at funding options to provide the fire service for state lands and properties responses.
- Consider making local option levies that pass multiple times permanent to provide funding the fire service depends on.
- Approach community care organizations, insurance providers, and hospital systems for a collaborative solution for the current service and funding problems.
- Consider revising the \$10 per thousand property tax limitation that impacts all local governments.
- Implement an EMS assessment that strictly goes to fire agencies to provide for both non-transporting and transporting EMS services, including ambulance service areas.

# FUNDING

## 2025 UPDATE

Material costs have surged over the past year, impacting every essential item the fire service needs, from apparatus and gear to emergency medical services equipment. Some emergency medical services items have seen price increases of nearly 50%, creating severe financial strain on agencies already operating under tight budgets.

Despite the skyrocketing costs, the fire service has the same tax limitations, including Measure 50, and other barriers. Read more details about some of these limitations in the House Bill 2522 report on the [Oregon State Fire Marshal's website](#).

Emergency medical services calls, along with overall funding limitations, are crippling the fire service. This is an urgent issue that must be fixed for the fire service to continue effectively serving its communities. Addressing the funding shortfall is critical, as it underpins every other challenge outlined in this report.

### SOLUTIONS

- The 2025 Oregon Legislature passed Senate Bill 454, a study bill that requires the Oregon State Fire Marshal to convene an advisory committee. The committee will conduct a comprehensive inventory of all available revenue sources for the fire service, including tax increment financing (TIF), enterprise zones, and urban renewal opportunities.
- Explore making local option levies permanent to stabilize funding.
- Identify strategies to maximize allowable revenue streams under current law.

# MOVING FORWARD

*The fire service has reached a breaking point. These critical issues need to be addressed for the fire service to be able to continue serving Oregonians and providing the level of service they expect and deserve.*

Lack of funding, decline in career and volunteer firefighters, increasing calls, Oregon's wildfire crisis, and the new public safety crisis highlight the need for systemic change.

Oregon has an urgent need for a proactive approach to effectively address the increasing complexity and volume of calls. Despite the financial and logistical hurdles, the Oregon fire service has demonstrated resilience and ingenuity; however, sustaining and enhancing these efforts requires robust and strategic investments that require legislative action.

The conversation initiated during the Convening of the Oregon Fire Service is just the beginning. There was unanimous agreement about the value and need for ongoing collaboration. Continuous dialogue, sharing best practices, and advocating for comprehensive policy and funding reforms will help the Oregon fire service to evolve to meet the demands of today and in the future.

To ensure the safety and well-being of Oregon's communities, action must be taken. The findings and recommendations presented are a call to action for all—fire service leaders, policymakers, and community members alike.

The fire service and the safety of all Oregonians hinges on long-term investment and state-level solutions to make sure Oregonians have adequate service across the state.

Supporting a resilient and responsive fire service ensures it meets today's challenges while also anticipating and preparing for those of tomorrow.



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State of Oregon. (n.d.). *Fentanyl facts*. Oregon Health Authority: Fentanyl facts: Opioid overdose and misuse. Retrieved from State of Oregon. (n.d.). Fentanyl facts. Oregon Health Authority: Fentanyl Facts: Opioid Overdose and Misuse: State of Oregon. <https://www.oregon.gov/oha/ph/preventionwellness/substanceuse/opioids/pages/fentanylfacts.aspx>

Wildland Fire Mitigation and Management Commission. (2023). *ON FIRE: The Report of the Wildland Fire Mitigation and Management Commission*. Grant and Harney County Sheriffs' Offices.

\*A fire incident is considered to likely involve an under-sheltered encampment when the NFIRS Incident Type is entered a "1120" (Tent Fire/Undersheltered) or "112" (fire in a structure other than a building) with the Structure Type is listed as "Tent".



This report is a product of the Oregon fire service and is endorsed by the  
**OREGON GOVERNOR'S FIRE SERVICE POLICY COUNCIL**

Thank You, once again, 1-14-24  
for helping with Smoke detectors  
at my elderly parents' home.

Please use this donation to provide  
Smoke detectors for others who  
cannot afford to buy their own.

In gratitude,

Cindy D'Angiolillo

**Apparatus Fund, Equipment Fund, General Fund, Property & Facilities Fund**  
**Balance Sheet**  
**For Period Ending 1/31/2026**

---

**Book Value**  
**Jan 2026**  
**Actual**

---

**Assets**

**Current Assets**

**Cash**

Checking 1151	3,025.02
LGIP 6355	2,025,378.68
LGIP 6862 Capital	575,642.02
Money Market 0832	95,118.85
<b>Total Current Assets</b>	<b><u>\$2,699,164.57</u></b>
<b>Total Assets</b>	<b><u>\$2,699,164.57</u></b>

**Fund Balance**

**Accumulated Surplus (Deficit)**

Capital Reserve	1,358.00
Fund Balance Unrestricted	(131,139.34)
Investment in Capital	575,642.02
Retained Earnings	2,253,303.89
<b>Total Fund Balance</b>	<b><u>\$2,699,164.57</u></b>
<b>Total Liabilities and Equity</b>	<b><u>\$2,699,164.57</u></b>

**SVFR**  
**Apparatus Fund**  
**Statement of Revenue and Expenditures**

	Current Period Jul 2025 Jan 2026 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>			
<b>Revenue</b>			
<b>Other Income</b>			
Interest	364.18		0.00%
Sale of Assets	0.00	20,000.00	0.00%
<b>Total Other Income</b>	<b>\$364.18</b>	<b>\$20,000.00</b>	
<b>Transfers In</b>			
Transfers	0.00	50,000.00	0.00%
<b>Total Transfers In</b>	<b>\$0.00</b>	<b>\$50,000.00</b>	
<b>Revenue</b>	<b>\$364.18</b>	<b>\$70,000.00</b>	
<b>Gross Profit</b>	<b>\$364.18</b>	<b>\$70,000.00</b>	
<b>Revenue Less Expenditures</b>	<b>\$364.18</b>	<b>\$70,000.00</b>	
<b>Net Change in Fund Balance</b>	<b>\$364.18</b>	<b>\$70,000.00</b>	
<b>Fund Balances</b>			
Beginning Fund Balance	50,000.00		0.00%
Net Change in Fund Balance	364.18	70,000.00	0.00%
Ending Fund Balance	50,364.18		0.00%

*Report Options*

Fund: Apparatus Fund

Period: 7/1/2025 to 1/31/2026

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

**SVFR**  
**Equipment Fund**  
**Statement of Revenue and Expenditures**

	Current Period Jul 2025 Jan 2026 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>			
<b>Revenue</b>			
<b>Other Income</b>			
Interest	5,504.20	6,200.00	88.78%
<b>Total Other Income</b>	<b>\$5,504.20</b>	<b>\$6,200.00</b>	
<b>Transfers In</b>			
Transfers	0.00	50,000.00	0.00%
<b>Total Transfers In</b>	<b>\$0.00</b>	<b>\$50,000.00</b>	
<b>Revenue</b>	<b>\$5,504.20</b>	<b>\$56,200.00</b>	
<b>Gross Profit</b>	<b>\$5,504.20</b>	<b>\$56,200.00</b>	
<b>Expenses</b>			
<b>Capital Outlay</b>			
Turnouts and SCBAs	499,999.94	550,000.00	90.91%
<b>Total Capital Outlay</b>	<b>\$499,999.94</b>	<b>\$550,000.00</b>	
<b>Expenses</b>	<b>\$499,999.94</b>	<b>\$550,000.00</b>	
<b>Revenue Less Expenditures</b>	<b>(\$494,495.74)</b>	<b>(\$493,800.00)</b>	
<b>Net Change in Fund Balance</b>	<b>(\$494,495.74)</b>	<b>(\$493,800.00)</b>	
<b>Fund Balances</b>			
Beginning Fund Balance	559,098.45		0.00%
Net Change in Fund Balance	(494,495.74)	(493,800.00)	0.00%
Ending Fund Balance	64,602.71		0.00%

*Report Options*

Fund: Equipment Fund  
 Period: 7/1/2025 to 1/31/2026  
 Detail Level: Level 1 Accounts  
 Display Account Categories: Yes  
 Display Subtotals: Yes  
 Revenue Reporting Method: Budget - Actual  
 Expense Reporting Method: Budget - Actual  
 Budget: Equipment Budget

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

	Current Period Jul 2025 Jan 2026 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>			
<b>Revenue</b>			
<b>Other Income</b>			
Interest	4,817.54	5,000.00	96.35%
<b>Total Other Income</b>	<b>\$4,817.54</b>	<b>\$5,000.00</b>	
<b>Transfers In</b>			
Transfers	0.00	82,000.00	0.00%
<b>Total Transfers In</b>	<b>\$0.00</b>	<b>\$82,000.00</b>	
<b>Revenue</b>	<b>\$4,817.54</b>	<b>\$87,000.00</b>	
<b>Gross Profit</b>	<b>\$4,817.54</b>	<b>\$87,000.00</b>	
<b>Revenue Less Expenditures</b>	<b>\$4,817.54</b>	<b>\$87,000.00</b>	
<b>Net Change in Fund Balance</b>	<b>\$4,817.54</b>	<b>\$87,000.00</b>	
<b>Fund Balances</b>			
Beginning Fund Balance	601,168.80		0.00%
Net Change in Fund Balance	4,817.54	87,000.00	0.00%
Ending Fund Balance	605,986.34		0.00%

**SVFR  
General Fund**

**Statement of Revenue and Expenditures**

	Current Period Jul 2025 Jan 2026 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>			
<b>Revenue</b>			
<b>Fee for Service</b>			
Fire Service Agreements	601.67		0.00%
OR Dept of Forestry	0.00	500.00	0.00%
Three Rivers Casino	61,689.00	61,689.00	100.00%
<b>Total Fee for Service</b>	<b>\$62,290.67</b>	<b>\$62,189.00</b>	
<b>Other Income</b>			
Donations	0.00	500.00	0.00%
Interest	29,690.35	65,000.00	45.68%
Office Fees	0.00	500.00	0.00%
Reimbursements and Refunds	892.00	1,000.00	89.20%
Sale of Assets	0.00	1,000.00	0.00%
<b>Total Other Income</b>	<b>\$30,582.35</b>	<b>\$68,000.00</b>	
<b>Tax Income</b>			
Douglas County Tax Revenue	4,361.89	4,520.00	96.50%
Lane County Tax Revenue	3,188,517.79	3,280,667.00	97.19%
Prior Tax Years	23,889.23	35,000.00	68.25%
<b>Total Tax Income</b>	<b>\$3,216,768.91</b>	<b>\$3,320,187.00</b>	
<b>Revenue</b>	<b>\$3,309,641.93</b>	<b>\$3,450,376.00</b>	
<b>Gross Profit</b>	<b>\$3,309,641.93</b>	<b>\$3,450,376.00</b>	
<b>Expenses</b>			
<b>Administrative Expenses</b>			
Administrative & Bank Fees	1,320.19	2,000.00	66.01%
Membership Dues	165.00		0.00%
<b>Total Administrative Expenses</b>	<b>\$1,485.19</b>	<b>\$2,000.00</b>	
<b>Capital Outlay</b>			
Furniture	0.00	5,000.00	0.00%
Technology/Computers	0.00	10,000.00	0.00%
<b>Total Capital Outlay</b>	<b>\$0.00</b>	<b>\$15,000.00</b>	
<b>Insurance</b>			
Property & Liability	52,026.00	62,274.00	83.54%
<b>Total Insurance</b>	<b>\$52,026.00</b>	<b>\$62,274.00</b>	
<b>Non Allocated</b>			
Operating Contingency	0.00	44,000.00	0.00%
PERS UAL	151,000.00	151,000.00	100.00%
Transfer Out	1,826,000.00	3,581,543.00	50.98%
Transfer to Apparatus Fund	0.00	50,000.00	0.00%
Transfer to Equipment Fund	0.00	50,000.00	0.00%
Transfer to Property Fund	0.00	82,000.00	0.00%
<b>Total Non Allocated</b>	<b>\$1,977,000.00</b>	<b>\$3,958,543.00</b>	
<b>Professional Services</b>			
Audit	15,350.00	16,000.00	95.94%
<b>Total Professional Services</b>	<b>\$15,350.00</b>	<b>\$16,000.00</b>	
<b>Expenses</b>	<b>\$2,045,861.19</b>	<b>\$4,053,817.00</b>	
<b>Revenue Less Expenditures</b>	<b>\$1,263,780.74</b>	<b>(\$603,441.00)</b>	
<b>Net Change in Fund Balance</b>	<b>\$1,263,780.74</b>	<b>(\$603,441.00)</b>	
<b>Fund Balances</b>			
Beginning Fund Balance	714,430.60		0.00%

**SVFR**  
**General Fund**  
**Statement of Revenue and Expenditures**

	<b>Current Period</b>	<b>Annual Budget</b>	<b>Jul 2025</b>
	<b>Jul 2025</b>	<b>Jul 2025</b>	<b>Jun 2026</b>
	<b>Jan 2026</b>	<b>Jun 2026</b>	<b>Percent of</b>
	<b>Actual</b>		<b>Budget</b>
Net Change in Fund Balance	1,263,780.74	(603,441.00)	0.00%
Ending Fund Balance	1,978,211.34		0.00%

*Report Options*

Fund: General Fund

Period: 7/1/2025 to 1/31/2026

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 #)

**SVFR**  
**Apparatus Fund, Equipment Fund, General Fund, Property & Facilities Fund**  
**Bank Register**  
**1/1/2026 to 1/31/2026**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
<b>1001 Checking 1151</b>							
<b>Equipment Fund</b>							
		Beginning Balance			0.00	0.00	48.37
1/22/2026	28942	L.N. Curtis and Sons			0.00	499,999.94	(499,951.57)
1/23/2026	ACH	Checking 1151			500,000.00	0.00	48.43
<b>Equipment Fund Totals</b>					<b>\$500,000.00</b>	<b>\$499,999.94</b>	<b>\$48.43</b>
<b>General Fund</b>							
		Beginning Balance			0.00	0.00	4,599.90
1/8/2026	28941	OR Secretary of State			0.00	350.00	4,249.90
1/22/2026	28943	Special Districts Insurance			0.00	52,026.00	(47,776.10)
1/23/2026	ACH	Money Market 0832			52,026.00	0.00	4,249.90
1/28/2026	28946	Government Ethics			0.00	1,310.09	2,939.81
1/28/2026	28945	Accuity LLC			0.00	8,500.00	(5,560.19)
1/28/2026	ACH	Checking 1151			8,500.00	0.00	2,939.81
<b>General Fund Totals</b>					<b>\$60,526.00</b>	<b>\$62,186.09</b>	<b>\$2,939.81</b>
<b>Property &amp; Facilities Fund</b>							
		Beginning Balance			0.00	0.00	36.78
<b>Property &amp; Facilities Fund Totals</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$36.78</b>
<b>1001 Checking 1151 Totals</b>					<b>\$560,526.00</b>	<b>\$562,186.03</b>	<b>\$3,025.02</b>
<b>1005 Money Market 0832</b>							
<b>Apparatus Fund</b>							
		Beginning Balance			0.00	0.00	(511,701.55)
<b>Apparatus Fund Totals</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$511,701.55)</b>
<b>Equipment Fund</b>							
		Beginning Balance			0.00	0.00	511,701.55
<b>Equipment Fund Totals</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$511,701.55</b>
<b>General Fund</b>							
		Beginning Balance			0.00	0.00	41,881.41
1/6/2026	Annual Svc	Three Rivers Casino	1/6/2026	Annual Svc	61,689.00	0.00	103,570.41
1/23/2026	ACH	Money Market 0832			0.00	52,026.00	51,544.41
1/23/2026	ACH	Money Market 0832			52,026.00	0.00	103,570.41
1/28/2026	ACH	Checking 1151			0.00	8,500.00	95,070.41

**SVFR**  
**Apparatus Fund, Equipment Fund, General Fund, Property & Facilities Fund**  
**Bank Register**  
**1/1/2026 to 1/31/2026**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
1/30/2026					48.44	0.00	95,118.85
<b>General Fund Totals</b>					<b>\$113,763.44</b>	<b>\$60,526.00</b>	<b>\$95,118.85</b>
<b>1005 Money Market 0832 Totals</b>					<b>\$113,763.44</b>	<b>\$60,526.00</b>	<b>\$95,118.85</b>
<b>1010 LGIP 6355</b>							
<b>Apparatus Fund</b>							
		Beginning Balance			0.00	0.00	461,441.24
<b>Apparatus Fund Totals</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$461,441.24</b>
<b>Equipment Fund</b>							
		Beginning Balance			0.00	0.00	(461,441.24)
<b>Equipment Fund Totals</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$461,441.24)</b>
<b>General Fund</b>							
		Beginning Balance			0.00	0.00	2,374,456.01
1/14/2026	Dec taxes	Lane County Treasurer			44,927.87	0.00	2,419,383.88
1/15/2026	Dec tax,	Douglas County Treasury			477.99	0.00	2,419,861.87
1/23/2026	ACH	Money Market 0832			0.00	52,026.00	2,367,835.87
1/27/2026	ACH	Western Lane Fire & EMS			0.00	351,000.00	2,016,835.87
1/31/2026					8,542.91	0.00	2,025,378.78
1/31/2026					0.00	0.10	2,025,378.68
<b>General Fund Totals</b>					<b>\$53,948.77</b>	<b>\$403,026.10</b>	<b>\$2,025,378.68</b>
<b>1010 LGIP 6355 Totals</b>					<b>\$53,948.77</b>	<b>\$403,026.10</b>	<b>\$2,025,378.68</b>
<b>1011 LGIP 6862 Capital</b>							
<b>Apparatus Fund</b>							
		Beginning Balance			0.00	0.00	50,445.69
1/31/2026					178.80	0.00	50,624.49
<b>Apparatus Fund Totals</b>					<b>\$178.80</b>	<b>\$0.00</b>	<b>\$50,624.49</b>
<b>Equipment Fund</b>							
		Beginning Balance			0.00	0.00	462,893.43
1/23/2026	ACH	Checking 1151			0.00	500,000.00	(37,106.57)
1/31/2026					1,400.54	0.00	(35,706.03)
<b>Equipment Fund Totals</b>					<b>\$1,400.54</b>	<b>\$500,000.00</b>	<b>(\$35,706.03)</b>

**SVFR**  
**Apparatus Fund, Equipment Fund, General Fund, Property & Facilities Fund**  
**Bank Register**  
**1/1/2026 to 1/31/2026**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
<b>General Fund</b>							
		Beginning Balance			0.00	0.00	86,774.00
				<b>General Fund Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$86,774.00</b>
<b>Property &amp; Facilities Fund</b>							
		Beginning Balance			0.00	0.00	472,549.02
1/31/2026					1,400.54	0.00	473,949.56
				<b>Property &amp; Facilities Fund Totals</b>	<b>\$1,400.54</b>	<b>\$0.00</b>	<b>\$473,949.56</b>
				<b>1011 LGIP 6862 Capital Totals</b>	<b>\$2,979.88</b>	<b>\$500,000.00</b>	<b>\$575,642.02</b>
				<b>Report Totals</b>	<b>\$731,218.09</b>	<b>\$1,525,738.13</b>	<b>\$2,699,164.57</b>
				<b>Records included in total = 36</b>			

*Report Options*  
 Trans Date: 1/1/2026 to 1/31/2026  
 Display Notation: No

**WLAD**

**Balance Sheet**

**For Period Ending 1/31/2026**

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**Book Value  
Jan 2026  
Actual**

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**Assets**

**Current Assets**

**Cash**

Checking 0046	94,470.83
LGIP 6353	2,011,713.84
LGIP 6861 Capital	198,315.27
LifeMed Account 9411	175,056.46
Money Market 9835	114,122.70

**Accounts Receivable**

Accounts Receivable	(1,740.00)
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**Other Receivables**

Patient Accts Receivable	28,421.38
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**Other Current Assets**

Allowance for Bad Debt	(7,389.55)
Allowance for Contractual Adj	(11,084.34)

**Total Current Assets** **\$2,601,886.59**

**Total Assets** **\$2,601,886.59**

**Fund Balance**

**Accumulated Surplus (Deficit)**

Capital Reserve	198,315.27
Fund Balance Unrestricted	2,228,514.86
Investment in Capital	175,056.46

**Total Fund Balance** **\$2,601,886.59**

**Total Liabilities and Equity** **\$2,601,886.59**

**WLAD**  
**General Fund**

**Statement of Revenue and Expenditures**

	Current Period Jul 2025 Jan 2026 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>			
<b>Revenue</b>			
<b>Ambulance Income</b>			
Allowance for Contract Adjust	9,947.49	10,000.00	99.47%
Collection Agency	2,563.82	3,000.00	85.46%
GEMT CCO Program	6,411.86	80,000.00	8.01%
Medicaid	156,813.97	200,000.00	78.41%
Medicare	912,622.81	1,500,000.00	60.84%
Private Insurance	330,460.48	500,000.00	66.09%
Private Pay	56,698.90	200,000.00	28.35%
<b>Total Ambulance Income</b>	<b>\$1,475,519.33</b>	<b>\$2,493,000.00</b>	
<b>Fee for Service</b>			
Three Rivers Casino	30,792.00	30,792.00	100.00%
<b>Total Fee for Service</b>	<b>\$30,792.00</b>	<b>\$30,792.00</b>	
<b>Grant Income</b>			
Grant Income	0.00	2,000.00	0.00%
Grant Income - MIH	0.00	50,000.00	0.00%
<b>Total Grant Income</b>	<b>\$0.00</b>	<b>\$52,000.00</b>	
<b>Other Income</b>			
Interest	39,401.59	55,000.00	71.64%
Reimbursements and Refunds	4,741.76	500.00	948.35%
<b>Total Other Income</b>	<b>\$44,143.35</b>	<b>\$55,500.00</b>	
<b>Tax Income</b>			
Lane County Operation Levy	1,096,012.69	1,127,856.00	97.18%
Lane County Tax Revenue	764,114.11	811,104.00	94.21%
Prior Tax Years	13,957.16	20,000.00	69.79%
<b>Total Tax Income</b>	<b>\$1,874,083.96</b>	<b>\$1,958,960.00</b>	
<b>Transfers In</b>			
Transfers	0.00	115,000.00	0.00%
<b>Total Transfers In</b>	<b>\$0.00</b>	<b>\$115,000.00</b>	
<b>Revenue</b>	<b>\$3,424,538.64</b>	<b>\$4,705,252.00</b>	
<b>Gross Profit</b>	<b>\$3,424,538.64</b>	<b>\$4,705,252.00</b>	
<b>Expenses</b>			
<b>Administrative Expenses</b>			
Administrative & Bank Fees	324.07	2,500.00	12.96%
Grant Expense	1,041.85		0.00%
Membership Dues	165.00		0.00%
Refunds	2,242.18	10,000.00	22.42%
<b>Total Administrative Expenses</b>	<b>\$3,773.10</b>	<b>\$12,500.00</b>	
<b>Capital Outlay</b>			
Building Improvements	0.00	50,000.00	0.00%
Equipment	13,022.00	20,000.00	65.11%
Technology/Computers	0.00	5,000.00	0.00%
<b>Total Capital Outlay</b>	<b>\$13,022.00</b>	<b>\$75,000.00</b>	
<b>Insurance</b>			
Property & Liability	29,605.00	37,800.00	78.32%
<b>Total Insurance</b>	<b>\$29,605.00</b>	<b>\$37,800.00</b>	
<b>Non Allocated</b>			
Operating Contingency	0.00	49,000.00	0.00%

**WLAD**  
**General Fund**

**Statement of Revenue and Expenditures**

	<b>Current Period</b>	<b>Annual Budget</b>	<b>Jul 2025</b>
	<b>Jul 2025</b>	<b>Jul 2025</b>	<b>Jun 2026</b>
	<b>Jan 2026</b>	<b>Jun 2026</b>	<b>Percent of</b>
	<b>Actual</b>		<b>Budget</b>
Transfer Out	2,091,000.00	4,925,764.00	42.45%
Transfer to Apparatus Fund	0.00	23,894.00	0.00%
Transfer to Building Fund	0.00	50,000.00	0.00%
Transfer to Equipment Fund	0.00	10,000.00	0.00%
<b>Total Non Allocated</b>	<b>\$2,091,000.00</b>	<b>\$5,058,658.00</b>	
<b>Operational Supplies</b>			
Operational Supplies	0.00	2,000.00	0.00%
<b>Total Operational Supplies</b>	<b>\$0.00</b>	<b>\$2,000.00</b>	
<b>Payroll Taxes &amp; Benefits</b>			
PERS	116.84	1,000.00	11.68%
<b>Total Payroll Taxes &amp; Benefits</b>	<b>\$116.84</b>	<b>\$1,000.00</b>	
<b>Professional Services</b>			
Audit	10,850.00	14,000.00	77.50%
GEMT Admin & Consulting Fees	29,180.56	50,000.00	58.36%
<b>Total Professional Services</b>	<b>\$40,030.56</b>	<b>\$64,000.00</b>	
<b>Expenses</b>	<b>\$2,177,547.50</b>	<b>\$5,250,958.00</b>	
<b>Revenue Less Expenditures</b>	<b>\$1,246,991.14</b>	<b>(\$545,706.00)</b>	
<b>Net Change in Fund Balance</b>	<b>\$1,246,991.14</b>	<b>(\$545,706.00)</b>	

**Fund Balances**

Beginning Fund Balance	1,092,828.90		0.00%
Net Change in Fund Balance	1,246,991.14	(545,706.00)	0.00%
Ending Fund Balance	2,339,420.04		0.00%

*Report Options*

Fund: General Fund

Period: 7/1/2025 to 1/31/2026

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

**WLAD**  
**Apparatus Fund**  
**Statement of Revenue and Expenditures**

	Current Period Jul 2025 Jan 2026 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>			
<b>Revenue</b>			
<b>Other Income</b>			
Interest	1,241.15	500.00	248.23%
<b>Total Other Income</b>	<b>\$1,241.15</b>	<b>\$500.00</b>	
<b>Transfers In</b>			
Transfers	0.00	23,894.00	0.00%
<b>Total Transfers In</b>	<b>\$0.00</b>	<b>\$23,894.00</b>	
<b>Revenue</b>	<b>\$1,241.15</b>	<b>\$24,394.00</b>	
<b>Gross Profit</b>	<b>\$1,241.15</b>	<b>\$24,394.00</b>	
<b>Expenses</b>			
<b>Capital Outlay</b>			
Apparatus/Vehicles	211,280.56	250,000.00	84.51%
<b>Total Capital Outlay</b>	<b>\$211,280.56</b>	<b>\$250,000.00</b>	
<b>Expenses</b>	<b>\$211,280.56</b>	<b>\$250,000.00</b>	
<b>Revenue Less Expenditures</b>	<b>(\$210,039.41)</b>	<b>(\$225,606.00)</b>	
<b>Net Change in Fund Balance</b>	<b>(\$210,039.41)</b>	<b>(\$225,606.00)</b>	
<b>Fund Balances</b>			
Beginning Fund Balance	0.00		0.00%
Net Change in Fund Balance	(210,039.41)	(225,606.00)	0.00%
Ending Fund Balance	(210,039.41)		0.00%

**WLAD**  
**Building Fund**  
**Statement of Revenue and Expenditures**

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	<b>Current Period</b>	<b>Annual Budget</b>	<b>Jul 2025</b>
	<b>Jul 2025</b>	<b>Jul 2025</b>	<b>Jun 2026</b>
	<b>Jan 2026</b>	<b>Jun 2026</b>	<b>Percent of</b>
	<b>Actual</b>		<b>Budget</b>

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**Fund Balances**

Beginning Fund Balance	0.00		0.00%
Net Change in Fund Balance	0.00		0.00%
Ending Fund Balance	0.00		0.00%

**WLAD**  
**Equipment Fund**  
**Statement of Revenue and Expenditures**

	Current Period Jul 2025 Jan 2026 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>			
<b>Revenue</b>			
<b>Other Income</b>			
Interest	943.96	500.00	188.79%
<b>Total Other Income</b>	<b>\$943.96</b>	<b>\$500.00</b>	
<b>Transfers In</b>			
Transfers	0.00	10,000.00	0.00%
<b>Total Transfers In</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	
<b>Revenue</b>	<b>\$943.96</b>	<b>\$10,500.00</b>	
<b>Gross Profit</b>	<b>\$943.96</b>	<b>\$10,500.00</b>	
<b>Revenue Less Expenditures</b>	<b>\$943.96</b>	<b>\$10,500.00</b>	
<b>Net Change in Fund Balance</b>	<b>\$943.96</b>	<b>\$10,500.00</b>	
<b>Fund Balances</b>			
Beginning Fund Balance	296,145.54		0.00%
Net Change in Fund Balance	943.96	10,500.00	0.00%
Ending Fund Balance	297,089.50		0.00%

**WLAD**  
**LifeMed Fund**

**Statement of Revenue and Expenditures**

	<b>Current Period</b>	<b>Annual Budget</b>	<b>Jul 2025</b>
	<b>Jul 2025</b>	<b>Jul 2025</b>	<b>Jun 2026</b>
	<b>Jan 2026</b>	<b>Jun 2026</b>	<b>Percent of</b>
	<b>Actual</b>		<b>Budget</b>
<b>Revenue &amp; Expenditures</b>			
<b>Revenue</b>			
<b>Other Income</b>			
CPR Classes	10,340.00	25,000.00	41.36%
Interest	30.12	25.00	120.48%
LifeMed Subscription	35,554.00	105,000.00	33.86%
<b>Total Other Income</b>	<b>\$45,924.12</b>	<b>\$130,025.00</b>	
<b>Revenue</b>	<b>\$45,924.12</b>	<b>\$130,025.00</b>	
<b>Gross Profit</b>	<b>\$45,924.12</b>	<b>\$130,025.00</b>	
<b>Expenses</b>			
<b>Administrative Expenses</b>			
Administrative & Bank Fees	2,224.30	3,000.00	74.14%
Advertising	3,100.00	7,000.00	44.29%
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	366.00	4,000.00	9.15%
Training & Conferences	0.00	5,000.00	0.00%
<b>Total Administrative Expenses</b>	<b>\$5,905.30</b>	<b>\$24,800.00</b>	
<b>Operations - Training</b>			
Training Equip & Supplies	5,097.75	5,000.00	101.96%
<b>Total Operations - Training</b>	<b>\$5,097.75</b>	<b>\$5,000.00</b>	
<b>Expenses</b>	<b>\$11,003.05</b>	<b>\$29,800.00</b>	
<b>Revenue Less Expenditures</b>	<b>\$34,921.07</b>	<b>\$100,225.00</b>	
<b>Net Change in Fund Balance</b>	<b>\$34,921.07</b>	<b>\$100,225.00</b>	
<b>Fund Balances</b>			
Beginning Fund Balance	140,495.39		0.00%
Net Change in Fund Balance	34,921.07	100,225.00	0.00%
Ending Fund Balance	175,416.46		0.00%

*Report Options*

Fund: LifeMed Fund

Period: 7/1/2025 to 1/31/2026

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

**Bank Register**  
**1/1/2026 to 1/31/2026**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
<b>1001 Checking 0046</b>							
<b>Apparatus Fund</b>							
		Beginning Balance			0.00	0.00	(204,067.37)
1/8/2026	21202	Day Wireless Systems			0.00	7,199.35	(211,266.72)
<b>Apparatus Fund Totals</b>					<b>\$0.00</b>	<b>\$7,199.35</b>	<b>(\$211,266.72)</b>
<b>Equipment Fund</b>							
		Beginning Balance			0.00	0.00	1.54
<b>Equipment Fund Totals</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1.54</b>
<b>General Fund</b>							
		Beginning Balance			0.00	0.00	284,909.94
1/5/2026	000928	Systems Design			619.18	0.00	285,529.12
1/6/2026	Anual Svc 2025	Three Rivers Casino	1/6/2026	Annual Svc	30,792.00	0.00	316,321.12
1/7/2026	21207	Oregon Pacific Bank			0.00	25.00	316,296.12
1/7/2026	000950	Systems Design			4,598.44	0.00	320,894.56
1/8/2026	21203	OR Secretary of State			0.00	350.00	320,544.56
1/9/2026	000986	Systems Design			1,851.64	0.00	322,396.20
1/12/2026	000989	Systems Design			5,544.12	0.00	327,940.32
1/14/2026	000990	Systems Design			7,177.60	0.00	335,117.92
1/20/2026	000988	Systems Design			3,742.16	0.00	338,860.08
1/22/2026	001022	Systems Design			350.00	0.00	339,210.08
1/22/2026	000987	Systems Design			2,284.36	0.00	341,494.44
1/22/2026	21206	Special Districts Insurance			0.00	29,282.00	312,212.44
1/22/2026	21205	Liz Bush-Tabichello			0.00	1,041.85	311,170.59
1/22/2026	21204	Accuity LLC			0.00	5,500.00	305,670.59
1/28/2026	002000	State of Oregon - Judicial			7.46	0.00	305,678.05
1/30/2026					82.96	0.00	305,761.01
1/30/2026					0.00	25.00	305,736.01
<b>General Fund Totals</b>					<b>\$57,049.92</b>	<b>\$36,223.85</b>	<b>\$305,736.01</b>
<b>1001 Checking 0046 Totals</b>					<b>\$57,049.92</b>	<b>\$43,423.20</b>	<b>\$94,470.83</b>

**1005 Money Market 9835**

**General Fund**

		Beginning Balance			0.00	0.00	254,183.34
1/1/2026	000935	Systems Design			4,285.33	0.00	258,468.67
1/2/2026	000996	Systems Design			115.36	0.00	258,584.03
1/2/2026	000995	Systems Design			3,084.40	0.00	261,668.43
1/2/2026	000966	Systems Design			141.98	0.00	261,810.41

**Bank Register**  
**1/1/2026 to 1/31/2026**

<b>Transaction Date</b>	<b>Transaction Number</b>	<b>Name / Description</b>	<b>Deposit Date</b>	<b>Deposit Number</b>	<b>Receipts &amp; Credits</b>	<b>Checks &amp; Payments</b>	<b>Balance</b>
1/2/2026	000942	Systems Design			718.51	0.00	262,528.92
1/2/2026	000931	Systems Design			45.02	0.00	262,573.94
1/2/2026	000924	Systems Design			339.13	0.00	262,913.07
1/5/2026	000929	Systems Design			257.49	0.00	263,170.56
1/5/2026	000925	Systems Design			291.15	0.00	263,461.71
1/6/2026	000968	Systems Design			390.85	0.00	263,852.56
1/6/2026	000945	Systems Design			6,666.22	0.00	270,518.78
1/6/2026	000944	Systems Design			2,203.02	0.00	272,721.80
1/6/2026	000943	Systems Design			2,136.56	0.00	274,858.36
1/6/2026	000937	Systems Design			2,940.26	0.00	277,798.62
1/6/2026	000936	Systems Design			60.50	0.00	277,859.12
1/6/2026	000932	Systems Design			110.56	0.00	277,969.68
1/6/2026	000926	Systems Design			169.83	0.00	278,139.51
1/7/2026	000997	Systems Design			22.42	0.00	278,161.93
1/7/2026	000927	Systems Design			266.88	0.00	278,428.81
1/8/2026	000964	Systems Design			112.18	0.00	278,540.99
1/8/2026	000941	Systems Design			1,878.65	0.00	280,419.64
1/8/2026	000933	Systems Design			226.74	0.00	280,646.38
1/8/2026	000934	Systems Design			227.07	0.00	280,873.45
1/8/2026	000921	Systems Design			12,075.47	0.00	292,948.92
1/9/2026	000998	Systems Design			1,780.36	0.00	294,729.28
1/9/2026	000951	Systems Design			538.99	0.00	295,268.27
1/9/2026	000947	Systems Design			122.72	0.00	295,390.99
1/9/2026	000940	Systems Design			665.84	0.00	296,056.83
1/9/2026	000930	Systems Design			997.08	0.00	297,053.91
1/12/2026	000949	Systems Design			826.44	0.00	297,880.35
1/12/2026	000938	Systems Design			3,776.40	0.00	301,656.75
1/13/2026	000952	Systems Design			839.48	0.00	302,496.23
1/13/2026	000948	Systems Design			428.56	0.00	302,924.79
1/13/2026	000946	Systems Design			226.74	0.00	303,151.53
1/14/2026	000967	Systems Design			828.08	0.00	303,979.61
1/14/2026	000965	Systems Design			987.64	0.00	304,967.25
1/14/2026	000923	Systems Design			48.52	0.00	305,015.77
1/15/2026	000999	Systems Design			1,305.13	0.00	306,320.90
1/15/2026	001000	Systems Design			3,673.76	0.00	309,994.66
1/15/2026	000985	Systems Design			6,288.74	0.00	316,283.40
1/15/2026	000977	Systems Design			481.92	0.00	316,765.32
1/15/2026	000961	Systems Design			423.20	0.00	317,188.52

**Bank Register**  
**1/1/2026 to 1/31/2026**

<b>Transaction Date</b>	<b>Transaction Number</b>	<b>Name / Description</b>	<b>Deposit Date</b>	<b>Deposit Number</b>	<b>Receipts &amp; Credits</b>	<b>Checks &amp; Payments</b>	<b>Balance</b>
1/15/2026	000922	Systems Design			5,597.36	0.00	322,785.88
1/16/2026	001001	Systems Design			24.44	0.00	322,810.32
1/16/2026	000979	Systems Design			1,101.15	0.00	323,911.47
1/16/2026	000963	Systems Design			420.62	0.00	324,332.09
1/16/2026	000962	Systems Design			137.67	0.00	324,469.76
1/16/2026	000953	Systems Design			266.88	0.00	324,736.64
1/20/2026	001002	Systems Design			82.08	0.00	324,818.72
1/20/2026	001003	Systems Design			14,536.87	0.00	339,355.59
1/20/2026	000981	Systems Design			1,325.67	0.00	340,681.26
1/20/2026	000957	Systems Design			1,361.02	0.00	342,042.28
1/21/2026	001004	Systems Design			1,706.25	0.00	343,748.53
1/21/2026	000980	Systems Design			945.90	0.00	344,694.43
1/21/2026	000974	Systems Design			4,580.88	0.00	349,275.31
1/21/2026	000971	Systems Design			1,084.80	0.00	350,360.11
1/21/2026	000960	Systems Design			1,432.30	0.00	351,792.41
1/22/2026	001008	Systems Design			1,782.52	0.00	353,574.93
1/22/2026	001006	Systems Design			2,406.96	0.00	355,981.89
1/22/2026	001005	Systems Design			2,620.82	0.00	358,602.71
1/22/2026	001007	Systems Design			4,879.03	0.00	363,481.74
1/22/2026	000984	Systems Design			434.73	0.00	363,916.47
1/22/2026	000978	Systems Design			570.07	0.00	364,486.54
1/22/2026	000959	Systems Design			1,807.58	0.00	366,294.12
1/22/2026	000958	Systems Design			6,056.33	0.00	372,350.45
1/23/2026	001009	Systems Design			7,316.11	0.00	379,666.56
1/23/2026	001010	Systems Design			1,449.54	0.00	381,116.10
1/23/2026	000993	Systems Design			436.72	0.00	381,552.82
1/23/2026	000983	Systems Design			732.04	0.00	382,284.86
1/26/2026	001012	Systems Design			5,558.72	0.00	387,843.58
1/26/2026	001013	Systems Design			94.01	0.00	387,937.59
1/26/2026	001011	Systems Design			8,041.09	0.00	395,978.68
1/26/2026	000991	Systems Design			194.09	0.00	396,172.77
1/26/2026	000975	Systems Design			114.68	0.00	396,287.45
1/26/2026	000972	Systems Design			1,334.79	0.00	397,622.24
1/27/2026	001021	Systems Design			367.35	0.00	397,989.59
1/27/2026	000992	Systems Design			169.84	0.00	398,159.43
1/27/2026	000976	Systems Design			400.66	0.00	398,560.09
1/27/2026	000973	Systems Design			2,298.09	0.00	400,858.18
1/27/2026	ACH	LGIP			0.00	300,000.00	100,858.18

**Bank Register**  
**1/1/2026 to 1/31/2026**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
1/28/2026	001014	Systems Design			358.95	0.00	101,217.13
1/29/2026	001023	Systems Design			826.93	0.00	102,044.06
1/29/2026	001016	Systems Design			725.60	0.00	102,769.66
1/29/2026	001015	Systems Design			668.42	0.00	103,438.08
1/29/2026	000982	Systems Design			1,878.26	0.00	105,316.34
1/29/2026	000970	Systems Design			17.42	0.00	105,333.76
1/29/2026	000969	Systems Design			6,244.26	0.00	111,578.02
1/30/2026	001017	Systems Design			132.84	0.00	111,710.86
1/30/2026					227.58	0.00	111,938.44
1/30/2026	001019	Systems Design			710.44	0.00	112,648.88
1/30/2026	001018	Systems Design			452.79	0.00	113,101.67
1/30/2026	001020	Systems Design			826.93	0.00	113,928.60
1/30/2026	000994	Systems Design			194.10	0.00	114,122.70
<b>General Fund Totals</b>					<b>\$159,939.36</b>	<b>\$300,000.00</b>	<b>\$114,122.70</b>
<b>1005 Money Market 9835 Totals</b>					<b>\$159,939.36</b>	<b>\$300,000.00</b>	<b>\$114,122.70</b>

**1010 LGIP 6353**  
**Apparatus Fund**

Beginning Balance		0.00	0.00	(142,451.60)
<b>Apparatus Fund Totals</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$142,451.60)</b>

**Equipment Fund**

Beginning Balance		0.00	0.00	142,451.60
<b>Equipment Fund Totals</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$142,451.60</b>

**General Fund**

Beginning Balance		0.00	0.00	2,243,738.13		
1/14/2026	Dec taxes	Lane County Treasurer		26,173.98	0.00	2,269,912.11
1/27/2026	ACH	Western Lane Fire & EMS		0.00	566,000.00	1,703,912.11
1/27/2026	ACH	LGIP		300,000.00	0.00	2,003,912.11
1/31/2026				7,801.83	0.00	2,011,713.94
1/31/2026				0.00	0.10	2,011,713.84
<b>General Fund Totals</b>		<b>\$333,975.81</b>	<b>\$566,000.10</b>			<b>\$2,011,713.84</b>
<b>1010 LGIP 6353 Totals</b>		<b>\$333,975.81</b>	<b>\$566,000.10</b>			<b>\$2,011,713.84</b>

**1011 LGIP 6861 Capital**  
**Apparatus Fund**

Beginning Balance		0.00	0.00	143,050.15		
1/31/2026				628.76	0.00	143,678.91
<b>Apparatus Fund Totals</b>		<b>\$628.76</b>	<b>\$0.00</b>			<b>\$143,678.91</b>

**Bank Register**  
**1/1/2026 to 1/31/2026**

<b>Transaction Date</b>	<b>Transaction Number</b>	<b>Name / Description</b>	<b>Deposit Date</b>	<b>Deposit Number</b>	<b>Receipts &amp; Credits</b>	<b>Checks &amp; Payments</b>	<b>Balance</b>
<b>Equipment Fund</b>							
		Beginning Balance			0.00	0.00	54,566.50
1/31/2026					69.86	0.00	54,636.36
<b>Equipment Fund Totals</b>					<b>\$69.86</b>	<b>\$0.00</b>	<b>\$54,636.36</b>
<b>1011 LGIP 6861 Capital Totals</b>					<b>\$698.62</b>	<b>\$0.00</b>	<b>\$198,315.27</b>

**1030 LifeMed Account 9411**  
**LifeMed Fund**

		Beginning Balance			0.00	0.00	174,523.64
1/4/2026	LM ONLINE 1-4	LifeMed Membership			65.00	0.00	174,588.64
1/8/2026	04204	Siuslaw Consulting, LLC			0.00	200.00	174,388.64
1/12/2026	CPR 1-10-26	CPR class	1/20/2026	CPR Jan, LM	240.00	0.00	174,628.64
1/12/2026	CC #655 CPR	CPR class			60.00	0.00	174,688.64
1/14/2026	LM ONLINE 1-	LifeMed Membership			65.00	0.00	174,753.64
1/14/2026	CC #656 LM	CPR class			65.00	0.00	174,818.64
1/15/2026	LM ONLINE 1-	LifeMed Membership			65.00	0.00	174,883.64
1/15/2026	CC #657 CPR	CPR class			60.00	0.00	174,943.64
1/20/2026	LM CHECKS	LifeMed Membership	1/20/2026	CPR Jan, LM	195.00	0.00	175,138.64
1/23/2026	CPR 1/10/26	City of Florence	1/28/2026	CPR chk	60.00	0.00	175,198.64
1/26/2026	CPR 1-10-26	Oregon Home Care			60.00	0.00	175,258.64
1/30/2026					4.31	0.00	175,262.95
1/30/2026					0.00	206.49	175,056.46
<b>LifeMed Fund Totals</b>					<b>\$939.31</b>	<b>\$406.49</b>	<b>\$175,056.46</b>
<b>1030 LifeMed Account 9411 Totals</b>					<b>\$939.31</b>	<b>\$406.49</b>	<b>\$175,056.46</b>
<b>Report Totals</b>					<b>\$552,603.02</b>	<b>\$909,829.79</b>	<b>\$2,593,679.10</b>
<b>Records included in total = 141</b>							

*Report Options*

Trans Date: 1/1/2026 to 1/31/2026

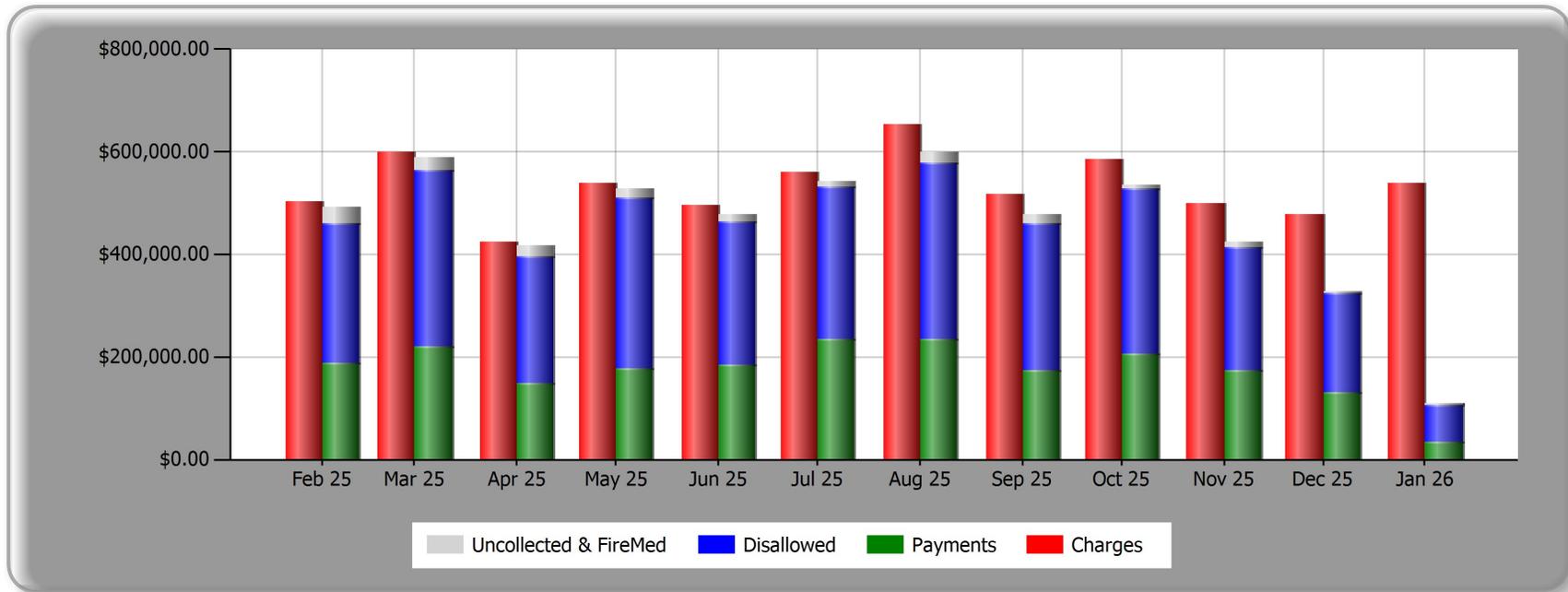
Display Notation: No

**Western Lane Ambulance District  
ANNUAL COLLECTION STATISTICS**

Company	Western Lane Ambulance District
Date Of Service	2/1/2025
Date Of Service	1/31/2026
Invoices	0

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Feb 25	250	502,752.20	-188,495.28	37 %	-14,232.49	3 %	-271,956.15	54 %	-15,884.62	3 %	12,183.66	2 %
Mar 25	304	600,640.88	-220,920.20	37 %	-10,971.40	2 %	-341,479.23	57 %	-16,361.52	3 %	10,908.53	2 %
Apr 25	211	424,496.76	-149,973.19	35 %	-10,739.51	3 %	-246,314.59	58 %	-11,301.01	3 %	6,168.46	1 %
May 25	284	538,613.28	-176,961.63	33 %	-9,998.06	2 %	-333,628.85	62 %	-7,853.39	1 %	10,171.35	2 %
Jun 25	243	497,699.44	-185,640.74	37 %	-8,034.08	2 %	-276,653.57	56 %	-9,213.97	2 %	18,157.08	4 %
Jul 25	261	559,029.44	-234,958.13	42 %	-4,076.61	1 %	-297,413.28	53 %	-6,111.63	1 %	16,469.79	3 %
Aug 25	317	653,022.00	-233,471.17	36 %	-5,602.18	1 %	-345,039.17	53 %	-16,773.81	3 %	52,135.67	8 %
Sep 25	261	518,902.07	-175,469.37	34 %	-5,780.00	1 %	-284,318.15	55 %	-13,713.76	3 %	39,620.79	8 %
Oct 25	301	586,186.88	-206,699.40	35 %	-5,183.54	1 %	-320,781.16	55 %	-4,366.13	1 %	49,156.65	8 %
Nov 25	257	499,311.20	-174,660.47	35 %	-7,368.00	1 %	-237,897.41	48 %	-3,710.42	1 %	75,674.90	15 %
Dec 25	248	479,188.24	-132,436.04	28 %	-3,427.42	1 %	-192,486.89	40 %	-125.00	0 %	150,712.89	31 %
Jan 26	282	539,831.04	-35,275.15	7 %	-436.14	0 %	-74,008.94	14 %	0.00	0 %	430,110.81	80 %
		<b>3,219</b>	<b>6,399,673.43</b>	<b>-2,114,960.77</b>		<b>-85,849.43</b>	<b>-3,221,977.39</b>		<b>-105,415.26</b>		<b>871,470.58</b>	

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



**Western Lane Ambulance District  
MONTH END SUMMARY**

Company Code	Western Lane Ambulance District
Transaction Date	1/1/2026
Transaction Date	1/31/2026

<b>Balance Forward</b>	<b>1,146,350.80</b>
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<b>Charges by Level of Service</b>	<b>539,118.24</b>
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Batch #	ALS 1 E	ALS 1 NE	ALS 2	BLS E	BLS NE	SCT	TNT	Total
AUG25	0.00				0.00			0.00
DEC25				0.00				0.00
FEB25				0.00	0.00			0.00
JAN26	230,704.08	34,846.52	9,201.72	150,924.24	59,551.36	54,153.12	450.00	539,831.04
JUL25					0.00			0.00
JUN25					0.00			0.00
MAR25					-712.80		0.00	-712.80
MAY25				0.00	0.00			0.00
OCT25					0.00		0.00	0.00
<b>Total</b>	<b>230,704.08</b>	<b>34,846.52</b>	<b>9,201.72</b>	<b>150,924.24</b>	<b>58,838.56</b>	<b>54,153.12</b>	<b>450.00</b>	<b>539,118.24</b>

<b>Payments - ALL</b>	<b>-184,529.01</b>
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**Payments - EFT**

<u>Trans Date</u>	<u>Payer</u>	<u>Ref #</u>	<u>Amount</u>
1/1/2026	XO ChampVA Office of Comm Care		-118.28
1/1/2026	UMR	CL05822124122415	-2,850.16
1/1/2026	XO Medical Mutual	V527445	0.00
1/2/2026	XO Tricare for Life	2519925881	-785.10
1/2/2026	XO MODA	26002B1000038207	-45.02
1/2/2026	Atrio Health MedAdv	90021817	-390.85
1/2/2026	XO GEHA	CN1762311930118	-141.98
1/2/2026	UHC West/Secure Horizons	U5779950	-718.51
1/4/2026	Pacific Source MedAdvantage	26004B1000016574	-227.07
1/4/2026	XO Pacific Source Community Solutions	26004B1000081311	-226.74
1/5/2026	VA Regional Payment Center	0429642	-619.18

**Western Lane Ambulance District  
MONTH END SUMMARY**

1/5/2026	XO AARP Medicare Supplemental	11373389987	-257.49
1/5/2026	UHC West/Secure Horizons	U5858973	-2,203.02
1/6/2026	BCBS OR Blue Card MedAdv	0156107418	-2,940.26
1/6/2026	Oregon Medicaid	600401367	-110.56
1/6/2026	XO Mutual of Omaha	821670138	-60.50
1/6/2026	UHC West/Secure Horizons	U5919753	-2,136.56
1/6/2026	UHC West/Secure Horizons	U6002287	-6,666.22
1/7/2026	VA Regional Payment Center	0849256	-4,598.44
1/7/2026	Kaiser Health Plans of WA-MedAdv	41041554	-22.42
1/8/2026	Tribal First Insurance	881371	-1,780.36
1/8/2026	XO UMR	CN1762913543463	-112.18
1/8/2026	UHC West/Secure Horizons	U6132349	-1,878.65
1/9/2026	XO AARP Medicare Supplemental	11376622270	-997.08
1/9/2026	VA Regional Payment Center	1282208	-1,851.64
1/9/2026	XO MODA	26009B1000035588	-122.72
1/9/2026	PeaceHealth Accounts Payable	79080	-547.20
1/9/2026	UHC West/Secure Horizons	U6213479	-665.84
1/11/2026	Pacific Source MedAdvantage	26011B1000013890	-1,305.13
1/11/2026	Pacific Source Community Solutions	26011B1000070091	-3,673.76
1/12/2026	Blue Cross Blue Shield Oregon	0156118340	-3,776.40
1/12/2026	VA Regional Payment Center	1460731	-5,544.12
1/12/2026	UHC West/Secure Horizons	U6290977	-826.44
1/13/2026	Oregon Medicaid	600403488	-226.74
1/13/2026	UHC West/Secure Horizons	U6366225	-428.56
1/14/2026	Trillium MedAdvantage	0900060165	-987.64
1/14/2026	Health Net Med Advantage	0900434544	-828.08
1/14/2026	VA Regional Payment Center	1952770	-7,177.60
1/15/2026	Trillium Community Health Plan	0900286164	-6,288.74
1/15/2026	OPTUM Care MedAdvantage	3370423980	-423.20
1/15/2026	AARP Medicare Complete Plus	U6515791	-481.92
1/16/2026	Umpqua Health Alliance	178235	-420.62
1/16/2026	XO MODA	26016B1000032428	-1,706.25
1/16/2026	Peace Health Hospice	79444	-139.77
1/16/2026	UHC West/Secure Horizons	U6604957	-1,101.15

**Western Lane Ambulance District  
MONTH END SUMMARY**

1/18/2026	Pacific Source Community Solutions	26018B1000079761	-2,620.82
1/18/2026	Pacific Source Health Plan	26018B1000161861	-2,406.96
1/20/2026	Regence Federal Oregon	0340127713	-82.08
1/20/2026	VA Regional Payment Center	2683312	-3,742.16
1/20/2026	Medicare B Oregon	896128167	-14,536.87
1/20/2026	UHC West/Secure Horizons	U6671404	-1,325.67
1/21/2026	XO Oregon Medicaid	600405592	-1,084.80
1/21/2026	Tribal First Insurance	882652	-1,782.52
1/21/2026	Medicare B Oregon	896131537	-4,580.88
1/21/2026	GEHA	CN17412122631756	-1,432.30
1/21/2026	UHC West/Secure Horizons	U6724403	-945.90
1/22/2026	ChampVA Office of Comm Care	03176960	-350.00
1/22/2026	XO Trillium Community Health Plan	0900287258	-434.73
1/22/2026	VA Regional Payment Center	3186746	-2,284.36
1/22/2026	Medicare B Oregon	896134529	-4,879.03
1/22/2026	UHC West/Secure Horizons	U6809340	-570.07
1/23/2026	XO MODA	26023B1000031761	-367.35
1/23/2026	Care Oregon	814871919	-732.04
1/23/2026	Railroad Medicare	821759389	-1,449.54
1/23/2026	Medicare B Oregon	896137537	-7,316.11
1/23/2026	Atrio Health MedAdv	90022724	-5,558.72
1/25/2026	Pacific Source MedAdvantage	26025B1000025844	-725.60
1/25/2026	Pacific Source Community Solutions	26025B1000113034	-668.42
1/26/2026	BCBS OR Blue Card MedAdv	0156138538	-8,041.09
1/26/2026	XO Tricare for Life	2520433019	-114.68
1/26/2026	Medicare B Oregon	896140825	-1,334.79
1/27/2026	Medicare B Oregon	896143914	-2,298.09
1/27/2026	UHC West/Secure Horizons	U6995201	-400.66
1/28/2026	XO Tricare for Life	2520503708	-94.01
1/29/2026	Trillium MedAdvantage	0900060612	-826.93
1/29/2026	Trillium Community Health Plan	0900288262	-710.44
1/29/2026	XO Tricare for Life	2520552324	-358.95
1/29/2026	UHC West/Secure Horizons	U7096252	-1,878.26
1/30/2026	MODA	26030B1000038693	-3,777.89

**Western Lane Ambulance District  
MONTH END SUMMARY**

1/30/2026	UHC West/Secure Horizons	U7168248	-452.79
<b>EFT TOTAL</b>			<b>-148,575.66</b>

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

<u>Trans Date</u>	<u>Amount</u>
1/1/2026	-25.00
1/2/2026	-150.00
1/5/2026	-275.00
1/12/2026	-50.00
1/13/2026	-865.00
1/14/2026	-275.00
1/15/2026	-1,402.40
1/19/2026	-1,862.53
1/21/2026	-450.00
1/22/2026	-200.00
1/23/2026	-175.00
1/28/2026	-200.00
1/30/2026	-50.00
<b>CREDIT CARD TOTAL</b>	<b>-5,979.93</b>

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

<u>Trans Date</u>	<u>Amount</u>
1/6/2026	-12,075.47
1/13/2026	-5,597.36
1/20/2026	-6,056.33
1/27/2026	-6,244.26
<b>BANK DEPOSIT TOTAL</b>	<b>-29,973.42</b>

**Payments by Level of Service**

<u>Date</u>	<u>ALS 1 E</u>	<u>ALS 1 NE</u>	<u>ALS 2</u>	<u>BLS E</u>	<u>BLS NE</u>	<u>SCT</u>	<u>TNT</u>	<u>Total</u>
1/1/2026	-2,850.16			-118.28	-25.00	0.00		-2,993.44
1/2/2026	-972.41		-150.00	-739.09	0.00	-369.96		-2,231.46
1/4/2026		0.00		-227.07		-226.74		-453.81
1/5/2026	-2,652.42			-552.27	-150.00			-3,354.69

**Western Lane Ambulance District  
MONTH END SUMMARY**

Date	ALS 1 E	ALS 1 NE	ALS 2	BLS E	BLS NE	SCT	TNT	Total
1/6/2026	-8,392.43	-3,359.40	-2,508.48	-2,525.72	-3,143.22	-4,060.32		-23,989.57
1/7/2026	-1,781.18	0.00			-2,839.68			-4,620.86
1/8/2026	-546.06			-2,477.56	-747.57			-3,771.19
1/9/2026	-1,082.92			-1,974.36	-757.42	-369.78		-4,184.48
1/11/2026	-2,275.36	-1,117.25		-1,006.64	-579.64			-4,978.89
1/12/2026	-9,320.52	-50.00		-461.49	-364.95			-10,196.96
1/13/2026	-1,513.54	-986.77	-2,823.48	-1,064.14	-212.99	-516.74		-7,117.66
1/14/2026	-4,773.77			-4,494.55		0.00		-9,268.32
1/15/2026	-3,481.89		-376.77	-934.26	-984.09	-2,819.25		-8,596.26
1/16/2026	-560.39	-1,101.15		-1,706.25	0.00			-3,367.79
1/18/2026	-841.24		-533.90	-3,652.64				-5,027.78
1/19/2026	-1,841.95			-20.58				-1,862.53
1/20/2026	-12,530.38	-2,705.79		-5,409.71	-2,323.47	-2,773.76		-25,743.11
1/21/2026	-5,732.32		-519.27	-2,061.33	-513.94	-1,449.54		-10,276.40
1/22/2026	-2,707.83	-882.37		-4,143.58	-934.41		-50.00	-8,718.19
1/23/2026	-7,983.67	-1,103.83	-1,509.32	-2,649.43	0.00	-2,352.51		-15,598.76
1/25/2026	-725.60	-357.00		-311.42				-1,394.02
1/26/2026		-878.74	-1,769.56	-1,852.84	-901.02	-4,088.40		-9,490.56
1/27/2026	-3,935.19	-179.34	-3,677.52	-638.51	-512.45			-8,943.01
1/28/2026				-194.01	-100.00			-294.01
1/29/2026	-1,612.05	-224.17		-308.73	-1,629.63			-3,774.58
1/30/2026	-143.09	-50.00		-452.79		-3,634.80		-4,280.68
<b>Total</b>	<b>-78,256.37</b>	<b>-12,995.81</b>	<b>-13,868.30</b>	<b>-39,977.25</b>	<b>-16,719.48</b>	<b>-22,661.80</b>	<b>-50.00</b>	<b>-184,529.01</b>

<b>Transaction Adjustments by Level of Service</b>	<b>-266,737.58</b>
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	ALS 1 E	ALS 1 NE	ALS 2	BLS E	BLS NE	SCT	Total
Fire Med Adjustment	-350.00			-29.42	-3,193.00		-3,572.42
Uncollectible				-4,716.72			-4,716.72
W/O Fee Schedule	-97,214.50	-32,196.69	-9,229.56	-79,822.38	-17,490.61	-11,458.01	-247,411.75
W/O Patient Deceased	-797.79	-224.17	-3,140.00	-347.80	-1,009.44		-5,519.20
W/O to collections	-4,095.35	-226.39		-754.35		-367.19	-5,443.28
Waiver per FD					-74.21		-74.21

**Western Lane Ambulance District  
MONTH END SUMMARY**

	<b>ALS 1 E</b>	<b>ALS 1 NE</b>	<b>ALS 2</b>	<b>BLS E</b>	<b>BLS NE</b>	<b>SCT</b>	<b>Total</b>
<b>Total</b>	-102,457.64	-32,647.25	-12,369.56	-85,670.67	-21,767.26	-11,825.20	<b>-266,737.58</b>

<b>Ending Balance</b>							<b>1,234,202.45</b>
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**WLFEA**  
**General Fund, WLCR Fund**  
**Balance Sheet**  
**For Period Ending 1/31/2026**

**Book Value**  
**Jan 2026**  
**Actual**

**Assets**

**Current Assets**

**Cash**

Checking 5400	733,390.10
LGIP 6553	1,911,668.92
Petty Cash	200.00
WLFEA - WLCR 2199	1,004.11

**Accounts Receivable**

Accounts Receivable	107,328.01
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**Other Current Assets**

Capital Assets:Accumulated Dep	(26,682.00)
Capital Assets:Vehicles	109,533.97
Deferred Outflows of Resources	3,239,396.99
OPEB - RHIA	64,587.00
Prepaid Expenses	(28,214.17)
Prepaid Health Insurance	127,787.10
Undeposited Funds	(200.00)

<b>Total Current Assets</b>	<b>\$6,239,800.03</b>
<b>Total Assets</b>	<b>\$6,239,800.03</b>

**Liabilities**

**Current Liabilities**

**Accounts Payable**

Accounts Payable	1,211.32
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**Credit Cards**

Petty Cash Payable	45.56
US Bank CC 5241	13,596.52

**Short Term Debt**

AFLAC Payable	937.92
Clearing Account	1,132.51
Flex Spending Payable	(602.34)
IAFF PAC Contributions	99.50
IAFF Union Dues	3,490.75
Medical Care Payable	4,989.02
OSGP Payable	7.20
PERS Payable	(325.47)
PLO Payable	51.32

**Other Current Liabilities**

Credit Card	(255.16)
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<b>Total Current Liabilities</b>	<b>\$24,378.65</b>
<b>Total Liabilities</b>	<b>\$24,378.65</b>

**Fund Balance**

**Accumulated Surplus (Deficit)**

Investment in Capital	12,150.00
Retained Earnings	6,203,271.38

<b>Total Fund Balance</b>	<b>\$6,215,421.38</b>
<b>Total Liabilities and Equity</b>	<b>\$6,239,800.03</b>

**Statement of Revenue and Expenditures**

	Current Period Jul 2025 Jan 2026 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>			
<b>Revenue</b>			
<b>Grant Income</b>			
Grant Income	6,000.00		0.00%
<b>Total Grant Income</b>	<b>\$6,000.00</b>		
<b>Other Income</b>			
Conflag Receipts	336,914.76	213,656.00	157.69%
Donations	340.00	500.00	68.00%
Employee Recognition Donation	3,650.00		0.00%
Grant Admin	41,137.74	81,102.00	50.72%
Interest	32,848.42	60,000.00	54.75%
Office Fees	2,087.87		0.00%
Reimbursements and Refunds	39,022.81	20,000.00	195.11%
Rental Income	2,029.01	3,660.00	55.44%
Smoke Alarm Donations	4,209.00	10,000.00	42.09%
<b>Total Other Income</b>	<b>\$462,239.61</b>	<b>\$388,918.00</b>	
<b>Transfers In</b>			
Transfer from SVFR	1,977,000.00	3,581,543.00	55.20%
Transfers from WLAD	2,091,000.00	4,925,764.00	42.45%
<b>Total Transfers In</b>	<b>\$4,068,000.00</b>	<b>\$8,507,307.00</b>	
<b>Revenue</b>	<b>\$4,536,239.61</b>	<b>\$8,896,225.00</b>	
<b>Gross Profit</b>	<b>\$4,536,239.61</b>	<b>\$8,896,225.00</b>	
<b>Expenses</b>			
<b>Administrative Expenses</b>			
Administrative & Bank Fees	3,991.43	10,000.00	39.91%
Advertising	2,946.95	5,000.00	58.94%
Break Room/Hospitality	2,926.02	3,000.00	97.53%
Education Reimbursement	0.00	5,000.00	0.00%
Employee Recognition	6,261.21	31,000.00	20.20%
Grant Expense	6,000.00		0.00%
Membership Dues	19,656.12	35,000.00	56.16%
Office Equipment Agreements	4,778.11	11,000.00	43.44%
Shipping/Postage	454.81	2,000.00	22.74%
Supplies	1,810.25	5,000.00	36.21%
Training & Conferences	2,884.30	10,000.00	28.84%
Travel Expenses	178.71	10,000.00	1.79%
<b>Total Administrative Expenses</b>	<b>\$51,887.91</b>	<b>\$127,000.00</b>	
<b>Board of Directors</b>			
Board Conferences	2,048.74	10,000.00	20.49%
Board Elections/Lane County EI	7,389.37	10,000.00	73.89%
Board Expenses - Other	290.00	10,000.00	2.90%
Board Meetings	4,562.95	6,000.00	76.05%
<b>Total Board of Directors</b>	<b>\$14,291.06</b>	<b>\$36,000.00</b>	
<b>Building Property &amp; Maintenance</b>			
Maintenance	24,465.99	97,000.00	25.22%
Utilities	29,682.47	91,123.00	32.57%
<b>Total Building Property &amp; Maintenance</b>	<b>\$54,148.46</b>	<b>\$188,123.00</b>	
<b>Insurance</b>			
Property & Liability	31,519.00	32,686.00	96.43%

Statement of Revenue and Expenditures

	Current Period Jul 2025 Jan 2026 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
Workers Compensation	268,025.74	233,612.00	114.73%
<b>Total Insurance</b>	<b>\$299,544.74</b>	<b>\$266,298.00</b>	
<b>Non Allocated</b>			
Operating Contingency	0.00	50,000.00	0.00%
Reserved for Future Expenditur	0.00	811,104.00	0.00%
<b>Total Non Allocated</b>	<b>\$0.00</b>	<b>\$861,104.00</b>	
<b>Operational Supplies</b>			
Equipment Maintenance	29,108.12	35,000.00	83.17%
iPads & Mounting Supplies	4,371.28	3,000.00	145.71%
Personal Protection Equipment	4,490.86	35,000.00	12.83%
Small Tools	2,520.33	10,000.00	25.20%
Supply Room Supplies	7,032.93	15,000.00	46.89%
Uniforms	11,801.34	30,000.00	39.34%
<b>Total Operational Supplies</b>	<b>\$59,324.86</b>	<b>\$128,000.00</b>	
<b>Operations - Emergency Sevices</b>			
Active 911	7.86		0.00%
Asset Management Services	7,152.00	8,000.00	89.40%
First Arriving	3,784.22	5,000.00	75.68%
ImageTrend	625.00	22,200.00	2.82%
Public Safety Answering Point	206,106.00	206,106.00	100.00%
<b>Total Operations - Emergency Sevices</b>	<b>\$217,675.08</b>	<b>\$241,306.00</b>	
<b>Operations - Medical</b>			
Hospital Transfer & Ops Meals	836.63	1,000.00	83.66%
Medical Gas/O2	10,211.42	25,000.00	40.85%
Medical Supplies	45,126.12	110,000.00	41.02%
MIH Expenses	35.78	1,000.00	3.58%
Pharmacy Expense	12,099.03	37,500.00	32.26%
Physician Advisor	14,000.00	24,000.00	58.33%
<b>Total Operations - Medical</b>	<b>\$82,308.98</b>	<b>\$198,500.00</b>	
<b>Operations - Prevention/ Fire Investigation</b>			
Fire Marshal Dues & Subscript	575.00	2,500.00	23.00%
Fire Prevention Software/iPADS	3,962.47	3,750.00	105.67%
Fire Prevention Supplies	337.71	5,000.00	6.75%
Fire Prevention Training	373.99	3,000.00	12.47%
Public Education Supplies	8,675.94	11,000.00	78.87%
Smoke Detector Expense	2,981.80	10,000.00	29.82%
<b>Total Operations - Prevention/ Fire Investigation</b>	<b>\$16,906.91</b>	<b>\$35,250.00</b>	
<b>Operations - Recruitment</b>			
Advertising & NTN Testing	172.72	1,000.00	17.27%
Pre-Employment Testing	767.46	7,000.00	10.96%
<b>Total Operations - Recruitment</b>	<b>\$940.18</b>	<b>\$8,000.00</b>	
<b>Operations - Training</b>			
Academy & EMT Scholarships	0.00	5,000.00	0.00%
Certification Renewals	312.50	7,650.00	4.08%
Conference & Travel	8,012.47	12,000.00	66.77%
Critical Care Paramedic Train	3,133.47	15,000.00	20.89%
MIH Training	0.00	1,500.00	0.00%
Misc Training, Hospitality	296.85	700.00	42.41%
On Site Training	251.20	9,000.00	2.79%
Paramedic School - Career	0.00	6,000.00	0.00%

**Statement of Revenue and Expenditures**

	Current Period Jul 2025 Jan 2026 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
Reserve Training	0.00	2,500.00	0.00%
Target Solutions	0.00	12,845.00	0.00%
Training Equip & Supplies	1,533.14	5,000.00	30.66%
<b>Total Operations - Training</b>	<b>\$13,539.63</b>	<b>\$77,195.00</b>	
<b>Operations - Vehicles</b>			
Fuel	40,104.33	70,000.00	57.29%
Repairs & Maintenance -Vehicle	119,695.58	180,000.00	66.50%
<b>Total Operations - Vehicles</b>	<b>\$159,799.91</b>	<b>\$250,000.00</b>	
<b>Payroll Taxes &amp; Benefits</b>			
457 Plans	2,291.03		0.00%
Cell Phone Stipend	10,825.00	25,800.00	41.96%
Health & Wellness	36,812.00	43,469.00	84.69%
Health Insurance	450,131.29	921,938.00	48.82%
HRA VEBA	108,100.03	96,000.00	112.60%
Life & Accident	13,220.72	24,633.00	53.67%
LOSAP	7,974.53	3,000.00	265.82%
Paid Leave OR	16,173.90	27,185.00	59.50%
Payroll Taxes	192,837.17	316,785.00	60.87%
PERS	889,010.75	1,252,371.00	70.99%
Provident AD & D- A & H	0.00	17,526.00	0.00%
<b>Total Payroll Taxes &amp; Benefits</b>	<b>\$1,727,376.42</b>	<b>\$2,728,707.00</b>	
<b>Personnel Services</b>			
Administrative Staff	119,958.21	214,414.00	55.95%
Captains	124,125.22	314,213.00	39.50%
Conflagration	0.00	50,000.00	0.00%
Deputy Chief	105,641.72	140,421.00	75.23%
Duty Chief Stipends	10,850.00	18,200.00	59.62%
Fire & EMS Chief	110,605.28	145,451.00	76.04%
Fire Prevention	22,944.76	58,891.00	38.96%
Firefighter/Engineers	205,299.74	336,425.00	61.02%
Firefighter/Paramedics	519,326.88	936,367.00	55.46%
Lieutenants	221,407.98	271,133.00	81.66%
Logistics Chief	66,443.41	105,455.00	63.01%
Mobile Integrated Health	30,689.38	68,930.00	44.52%
Office Manager	56,461.86	96,103.00	58.75%
Overtime - Wages	416,658.93	550,000.00	75.76%
Part Time EMT/Paramedics	97,741.49	250,000.00	39.10%
Part Time Firefighters	148,010.76	250,000.00	59.20%
Reserve Volunteers	12,924.50	30,000.00	43.08%
Single Role Paramedic	89,371.84	174,200.00	51.30%
Training Division Chief	0.00	130,784.00	0.00%
<b>Total Personnel Services</b>	<b>\$2,358,461.96</b>	<b>\$4,140,987.00</b>	
<b>Professional Services</b>			
Audit	10,900.00	11,500.00	94.78%
Billing Service	46,374.01	84,666.00	54.77%
Business Consulting	5,076.25	5,000.00	101.53%
GEMT Admin & Consulting Fees	0.00	64,000.00	0.00%
Legal	9,161.25	20,000.00	45.81%
Other Professional Services	(50.40)		0.00%
Payroll Service	5,678.00	12,000.00	47.32%

**WLFEA**  
**General Fund**

**Statement of Revenue and Expenditures**

	<b>Current Period</b>	<b>Annual Budget</b>	<b>Jul 2025</b>
	<b>Jul 2025</b>	<b>Jul 2025</b>	<b>Jun 2026</b>
	<b>Jan 2026</b>	<b>Jun 2026</b>	<b>Percent of</b>
	<b>Actual</b>		<b>Budget</b>
Peer Support/ Temporary Service	3,951.91	10,000.00	39.52%
<b>Total Professional Services</b>	<b>\$81,091.02</b>	<b>\$207,166.00</b>	
<b>Technology</b>			
Computers	0.00	10,000.00	0.00%
Internet	13,212.70	16,000.00	82.58%
IT Services	32,490.07	65,000.00	49.98%
Software & Licenses	25,658.71	50,000.00	51.32%
Telephones & Cell Phones	18,683.71	29,892.00	62.50%
Website	1,519.99	5,000.00	30.40%
<b>Total Technology</b>	<b>\$91,565.18</b>	<b>\$175,892.00</b>	
<b>Expenses</b>	<b>\$5,228,862.30</b>	<b>\$9,669,528.00</b>	
<b>Revenue Less Expenditures</b>	<b>(\$692,622.69)</b>	<b>(\$773,303.00)</b>	
<b>Net Change in Fund Balance</b>	<b>(\$692,622.69)</b>	<b>(\$773,303.00)</b>	

**Fund Balances**

Beginning Fund Balance	6,900,107.08		0.00%
Net Change in Fund Balance	(692,622.69)	(773,303.00)	0.00%
Ending Fund Balance	6,207,484.39		0.00%

*Report Options*

Fund: General Fund

Period: 7/1/2025 to 1/31/2026

Detail Level: Level 2 Accounts

Display Account Categories: Yes

Display Subtotals: Yes

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

Budget: GENERAL FUND MASTER

**Statement of Revenue and Expenditures**

Account Number	Current Period Jul 2025 Jan 2026 Actual	Annual Budget Jul 2025 Jun 2026	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>			
<b>Revenue</b>			
<b>Lane County Health &amp; Human Services</b>			
4300 Grant Income	263,279.24	388,270.00	67.81%
<b>Lane County Health &amp; Human Services Totals</b>	<b>\$263,279.24</b>	<b>\$388,270.00</b>	
<b>Other WLCR</b>			
4300 Grant Income	750.00		0.00%
4120 Medicaid	3.58		0.00%
4405 Reimbursements and Refunds	15.00		0.00%
<b>Other WLCR Totals</b>	<b>\$768.58</b>		
<b>SAMHSA Grant</b>			
4300 Grant Income	213,594.57		0.00%
<b>SAMHSA Grant Totals</b>	<b>\$213,594.57</b>		
<b>Unallocated</b>			
4420 Interest	0.17		0.00%
<b>Unallocated Totals</b>	<b>\$0.17</b>		
<b>Revenue</b>	<b>\$477,642.56</b>	<b>\$388,270.00</b>	
<b>Gross Profit</b>	<b>\$477,642.56</b>	<b>\$388,270.00</b>	
<b>Expenses</b>			
<b>Lane County Health &amp; Human Services</b>			
7420 Business Consulting	15,062.00	90,000.00	16.74%
5671 Cell Phone Stipend	1,350.00	4,350.00	31.03%
6101 Conference & Travel	29.90		0.00%
6005 Fuel	682.67	3,000.00	22.76%
5610 Health Insurance	11,685.06	23,974.00	48.74%
5620 HRA VEBA	4,000.00		0.00%
7205 IT Services	50.43		0.00%
5630 Life & Accident	448.16		0.00%
6111 Misc Training, Hospitality	0.00	12,000.00	0.00%
7900 Other Expenses	0.00	600.00	0.00%
5600 Payroll Taxes	11,799.92	33,633.00	35.08%
5605 PERS	16,156.46	60,684.00	26.62%
6602 Pre-Employment Testing	160.00		0.00%
6010 Repairs & Maintenance -Vehicle	69.00		0.00%
7204 Software & Licenses	17,374.89		0.00%
7200 Technology/Computers	4,672.81	48,217.00	9.69%
7202 Telephones & Cell Phones	453.18	5,700.00	7.95%
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	40,785.35	84,972.00	48.00%
5325 WLCR Workers - Hourly	41,782.34	64,237.00	65.04%
5330 WLCR Workers - Shifts	93,226.63	136,875.00	68.11%
<b>Lane County Health &amp; Human Services Totals</b>	<b>\$259,788.80</b>	<b>\$621,773.00</b>	
<b>Other WLCR</b>			
5610 Health Insurance	(2,070.54)		0.00%
6111 Misc Training, Hospitality	(159.57)		0.00%
6505 Public Education Supplies	750.00		0.00%
<b>Other WLCR Totals</b>	<b>(\$1,480.11)</b>		

**Statement of Revenue and Expenditures**

Account Number		Current Period	Annual Budget	Jul 2025
		Jul 2025 Jan 2026 Actual	Jul 2025 Jun 2026	Jun 2026 Percent of Budget
<b>PeaceHealth Foundation</b>				
7115	Supplies	(80.96)		0.00%
<b>PeaceHealth Foundation Totals</b>		<b>(\$80.96)</b>		
<b>SAMHSA Grant</b>				
7420	Business Consulting	36,402.60		0.00%
5671	Cell Phone Stipend	600.00		0.00%
6101	Conference & Travel	8,654.61		0.00%
6005	Fuel	230.43		0.00%
5610	Health Insurance	23,298.78		0.00%
5620	HRA VEBA	9,900.06		0.00%
7205	IT Services	51.99		0.00%
5630	Life & Accident	1,008.36		0.00%
7102	Membership Dues	273.65		0.00%
5600	Payroll Taxes	9,013.94		0.00%
5605	PERS	38,631.71		0.00%
6505	Public Education Supplies	21,932.16		0.00%
7204	Software & Licenses	376.65		0.00%
7115	Supplies	1,730.31		0.00%
7202	Telephones & Cell Phones	298.58		0.00%
7104	Training & Conferences	300.00		0.00%
7110	Travel Expenses	705.76		0.00%
5310	WLCR Full Time Staff	78,392.22		0.00%
<b>SAMHSA Grant Totals</b>		<b>\$231,801.81</b>		
<b>Unallocated</b>				
7101	Administrative & Bank Fees	15.00		0.00%
<b>Unallocated Totals</b>		<b>\$15.00</b>		
<b>Expenses</b>		<b>\$490,044.54</b>	<b>\$621,773.00</b>	
<b>Revenue Less Expenditures</b>		<b>(\$12,401.98)</b>	<b>(\$233,503.00)</b>	
<b>Net Change in Fund Balance</b>		<b>(\$12,401.98)</b>	<b>(\$233,503.00)</b>	
<b>Fund Balances</b>				
	Beginning Fund Balance	20,338.97		0.00%
	Net Change in Fund Balance	(12,401.98)	(233,503.00)	0.00%
	Ending Fund Balance	7,936.99		0.00%

**WLFEA**  
**General Fund, WLCR Fund**  
**Bank Register**  
**1/1/2026 to 1/31/2026**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
<b>1001 Checking 5400</b>							
<b>General Fund</b>							
		Beginning Balance			0.00	0.00	576,096.42
1/2/2026	Dec. 2025	VOYA			0.00	5,366.00	570,730.42
1/2/2026	Dec. 2025	VALIC			0.00	525.00	570,205.42
1/2/2026	Dec. 2025	Oregon Savings Growth			0.00	5,601.58	564,603.84
1/2/2026	Dec. 2025	IAFF Local 851			0.00	3,490.75	561,113.09
1/2/2026	Dec. 2025	IAFF Local 851			0.00	99.50	561,013.59
1/2/2026	ACH 1-2-26	Taxes JE			2,108.43	0.00	563,122.02
1/2/2026	ACH 1-2-26	PAYROLL JE			35,021.59	0.00	598,143.61
1/5/2026	ACH	U.S. Bank Credit Card			0.00	16,697.42	581,446.19
1/6/2026	000083	Multiple Income	1/6/2026	000035	1,199.25	0.00	582,645.44
1/8/2026	12872	Lane Council of			0.00	2,480.00	580,165.44
1/8/2026	12889	Special Districts Insurance			0.00	68,968.15	511,197.29
1/8/2026	12890	Standard Insurance			0.00	4,086.82	507,110.47
1/8/2026	12860	CARSON (CECO)			0.00	2,437.40	504,673.07
1/8/2026	12897	Westcoast Media Group,			0.00	200.00	504,473.07
1/8/2026	12896	Vend West Services Inc			0.00	265.87	504,207.20
1/8/2026	12895	Trevor Smith			0.00	3,632.50	500,574.70
1/8/2026	12894	TK Elevator Corporation			0.00	586.71	499,987.99
1/8/2026	12893	The Shippin' Shack			0.00	14.00	499,973.99
1/8/2026	12892	Stericycle, Inc (Shred-It)			0.00	132.22	499,841.77
1/8/2026	12891	Stepup IT Services LLC			0.00	3,150.00	496,691.77
1/8/2026	12888	South Coast Water			0.00	49.01	496,642.76
1/8/2026	12887	Siuslaw Valley Firefighter			0.00	32.00	496,610.76
1/8/2026	12886	Shervin's Automotive, Inc.			0.00	2,021.00	494,589.76
1/8/2026	12885	Rotary Club of Florence			0.00	137.00	494,452.76
1/8/2026	12884	RICOH			0.00	46.65	494,406.11
1/8/2026	12883	Quill, LLC			0.00	26.40	494,379.71
1/8/2026	12881	Phil's Saw Shop			0.00	22.50	494,357.21
1/8/2026	12880	Pacific Office Automation,			0.00	113.95	494,243.26
1/8/2026	12879	Pacific Office Automation			0.00	717.48	493,525.78
1/8/2026	12878	Overhead Door of the			0.00	870.00	492,655.78
1/8/2026	12877	OR Secretary of State			0.00	400.00	492,255.78
1/8/2026	12876	OFDDA-LOSAP TRUST			0.00	100.00	492,155.78
1/8/2026	12874	Lighthouse Electrical			0.00	280.05	491,875.73

**WLFEA**  
**General Fund, WLCR Fund**  
**Bank Register**  
**1/1/2026 to 1/31/2026**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
1/8/2026	12873	Les Schwab Warehouse			0.00	1,166.48	490,709.25
1/8/2026	12871	L.N. Curtis and Sons			0.00	428.79	490,280.46
1/8/2026	12869	Kaiser Brake & Alignment,			0.00	4,147.76	486,132.70
1/8/2026	12868	Jennifer Graham			0.00	300.00	485,832.70
1/8/2026	12867	Hughes Fire Equipment, Inc			0.00	9,133.46	476,699.24
1/8/2026	12866	Henry Schein, Inc.			0.00	3,136.52	473,562.72
1/8/2026	12865	Florence True Value			0.00	225.00	473,337.72
1/8/2026	12864	Davison Auto Parts			0.00	306.77	473,030.95
1/8/2026	12863	Coast Broadcasting			0.00	575.00	472,455.95
1/8/2026	12862	Chuck's Plumbing Inc			0.00	305.00	472,150.95
1/8/2026	12861	Christoffer Poulsen			0.00	2,000.00	470,150.95
1/8/2026	12859	Benjamin Taylor			0.00	116.42	470,034.53
1/8/2026	12858	AFLAC			0.00	586.98	469,447.55
1/8/2026	12857	4 Color Pro LLC			0.00	4,734.00	464,713.55
1/9/2026	ACH	ADP Payroll Services			0.00	607.80	464,105.75
1/9/2026	ACH	ADP Payroll Services			0.00	707.80	463,397.95
1/12/2026	ACH	PERS			0.00	299.85	463,098.10
1/15/2026	12910	Zoll Medical Corporation			0.00	1,452.46	461,645.64
1/15/2026	12909	Vend West Services Inc			0.00	48.00	461,597.64
1/15/2026	12908	VC3, Inc.			0.00	422.62	461,175.02
1/15/2026	12907	The Copier Doctor			0.00	240.30	460,934.72
1/15/2026	12906	Systems Design			0.00	6,084.62	454,850.10
1/15/2026	12905	Spectrum - Charter			0.00	54.97	454,795.13
1/15/2026	12904	Special Districts Insurance			0.00	31,519.00	423,276.13
1/15/2026	12903	Henry Schein, Inc.			0.00	4,726.89	418,549.24
1/15/2026	12902	EMS Technology Solutions			0.00	7,152.00	411,397.24
1/15/2026	12901	Country Media, Inc.			0.00	148.20	411,249.04
1/15/2026	12900	Coastal Fitness Inc			0.00	1,008.00	410,241.04
1/15/2026	12899	Airgas USA LLC			0.00	1,453.00	408,788.04
1/15/2026	12898	Accuity LLC			0.00	5,500.00	403,288.04
1/20/2026	WLCR Nov pmt	Lane County Health &	1/21/2026	LC Nov 2025	3,124.50	0.00	406,412.54
1/20/2026	000086	Multiple Income	1/20/2026	000036	965.00	0.00	407,377.54
1/21/2026	St-6 utilities	Michael Lalor	1/28/2026	multiple, utility	111.01	0.00	407,488.55
1/22/2026	12930	Zoll Medical Corporation			0.00	303.80	407,184.75
1/22/2026	12929	William J Yeo			0.00	978.83	406,205.92
1/22/2026	12928	VC3, Inc.			0.00	1,903.00	404,302.92
1/22/2026	12927	TNT Sales & Repair Inc			0.00	32.50	404,270.42

**WLFEA**  
**General Fund, WLCR Fund**  
**Bank Register**  
**1/1/2026 to 1/31/2026**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
1/22/2026	12926	Shervin's Automotive, Inc.			0.00	165.00	404,105.42
1/22/2026	12924	Petty Cash			0.00	247.57	403,857.85
1/22/2026	12923	PacificSource			0.00	22.34	403,835.51
1/22/2026	12922	Pacific Power Group, LLC			0.00	1,366.00	402,469.51
1/22/2026	12921	Pacific Office Automation			0.00	717.48	401,752.03
1/22/2026	12920	Oregon State Ambulance			0.00	630.00	401,122.03
1/22/2026	12919	On Spot Security			0.00	1,980.00	399,142.03
1/22/2026	12918	Neil's Carpet & Upholstery			0.00	1,695.00	397,447.03
1/22/2026	12917	L.N. Curtis and Sons			0.00	301.68	397,145.35
1/22/2026	12916	Henry Schein, Inc.			0.00	3,423.33	393,722.02
1/22/2026	12915	Florence True Value			0.00	133.98	393,588.04
1/22/2026	12914	Coastal Paper & Supply			0.00	39.94	393,548.10
1/22/2026	12913	CARSON (CECO)			0.00	1,885.05	391,663.05
1/22/2026	12912	Card Heating & Air, LLC			0.00	1,245.00	390,418.05
1/22/2026	12911	Airgas USA LLC			0.00	405.83	390,012.22
1/26/2026	SAMHSA Admin	US Dept of Health &			7,555.68	0.00	397,567.90
1/26/2026	ACH	HRA VEBA Trust			0.00	300.00	397,267.90
1/27/2026	000092	ADP Payroll Services			2,206.64	0.00	399,474.54
1/27/2026	Jan PR, Feb	Oregon State Treasury			400,000.00	0.00	799,474.54
1/27/2026	ACH	PERS			0.00	94,217.45	705,257.09
1/28/2026	000090	Multiple Income	1/28/2026	multiple, utility	290.00	0.00	705,547.09
1/28/2026	12940	Vend West Services Inc			0.00	60.00	705,487.09
1/28/2026	12939	Stericycle, Inc (Shred-It)			0.00	131.49	705,355.60
1/28/2026	12937	Sign Stop			0.00	1,485.00	703,870.60
1/28/2026	12936	Shervin's Automotive, Inc.			0.00	78.00	703,792.60
1/28/2026	12935	Oregon Volunteer			0.00	50.00	703,742.60
1/28/2026	12934	Government Ethics			0.00	1,497.24	702,245.36
1/28/2026	12933	Florence True Value			0.00	720.00	701,525.36
1/28/2026	12932	Coastal Paper & Supply			0.00	527.67	700,997.69
1/28/2026	12931	Aryeh Hertzbach			0.00	2,206.64	698,791.05
1/30/2026					437.44	0.00	699,228.49
<b>General Fund Totals</b>					<b>\$453,019.54</b>	<b>\$329,887.47</b>	<b>\$699,228.49</b>
<b>WLCR Fund</b>							
		Beginning Balance			0.00	0.00	(29,825.69)
1/2/2026	ACH 1-2-26	Taxes JE			0.00	2,108.43	(31,934.12)
1/2/2026	ACH 1-2-26	PAYROLL JE			0.00	35,021.59	(66,955.71)

**WLFEA**  
**General Fund, WLCR Fund**  
**Bank Register**  
**1/1/2026 to 1/31/2026**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
1/5/2026	ACH	U.S. Bank Credit Card			0.00	83.14	(67,038.85)
1/8/2026	12889	Special Districts Insurance			0.00	5,388.32	(72,427.17)
1/8/2026	12875	Montana G Trotta			0.00	1,050.00	(73,477.17)
1/8/2026	12860	CARSON (CECO)			0.00	66.48	(73,543.65)
1/8/2026	12882	Qualifacts Systems LLC			0.00	2,512.91	(76,056.56)
1/8/2026	12870	Karen Wilhite			0.00	1,050.00	(77,106.56)
1/15/2026	12908	VC3, Inc.			0.00	102.42	(77,208.98)
1/20/2026	WLCR Nov2025	Lane County Health &	1/21/2026	LC Nov 2025	38,392.79	0.00	(38,816.19)
1/22/2026	12925	Qualifacts Systems LLC			0.00	2,000.00	(40,816.19)
1/22/2026	12913	CARSON (CECO)			0.00	63.49	(40,879.68)
1/26/2026	SAMHSA Oct-	US Dept of Health &			83,765.80	0.00	42,886.12
1/27/2026	ACH	PERS			0.00	7,967.01	34,919.11
1/28/2026	12938	Siuslaw Consulting LLC			0.00	750.00	34,169.11
1/30/2026					0.00	7.50	34,161.61
<b>WLCR Fund Totals</b>					<b>\$122,158.59</b>	<b>\$58,171.29</b>	<b>\$34,161.61</b>
<b>1001 Checking 5400 Totals</b>					<b>\$575,178.13</b>	<b>\$388,058.76</b>	<b>\$733,390.10</b>

**1010 LGIP 6553**  
**General Fund**

		Beginning Balance			0.00	0.00	1,389,421.80
1/27/2026	Feb expenses	Western Lane Ambulance			566,000.00	0.00	1,955,421.80
1/27/2026	000089	Siuslaw Valley Fire and			351,000.00	0.00	2,306,421.80
1/27/2026	Jan PR, Feb	Oregon State Treasury			0.00	400,000.00	1,906,421.80
1/31/2026					5,247.17	0.00	1,911,668.97
1/31/2026					0.00	0.05	1,911,668.92
<b>General Fund Totals</b>					<b>\$922,247.17</b>	<b>\$400,000.05</b>	<b>\$1,911,668.92</b>
<b>1010 LGIP 6553 Totals</b>					<b>\$922,247.17</b>	<b>\$400,000.05</b>	<b>\$1,911,668.92</b>

**1060 WLFEA - WLCR 2199**  
**WLCR Fund**

		Beginning Balance			0.00	0.00	992.07
1/9/2026	Fee Refund	Oregon Pacific Bank			12.00	0.00	1,004.07
1/29/2026	000091	Pacific Source Community			0.04	0.00	1,004.11
<b>WLCR Fund Totals</b>					<b>\$12.04</b>	<b>\$0.00</b>	<b>\$1,004.11</b>
<b>1060 WLFEA - WLCR 2199 Totals</b>					<b>\$12.04</b>	<b>\$0.00</b>	<b>\$1,004.11</b>

**WLFEA**  
**General Fund, WLCR Fund**  
**Bank Register**  
**1/1/2026 to 1/31/2026**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
<b>1900 Petty Cash</b>							
<b>General Fund</b>							
		Beginning Balance			0.00	0.00	200.00
1/22/2026		Petty Cash			247.57	0.00	447.57
1/22/2026	00000	WLFEA Petty Cash			0.00	247.57	200.00
<b>General Fund Totals</b>					<b>\$247.57</b>	<b>\$247.57</b>	<b>\$200.00</b>
<b>1900 Petty Cash Totals</b>					<b>\$247.57</b>	<b>\$247.57</b>	<b>\$200.00</b>
<b>Report Totals</b>					<b>\$1,497,684.91</b>	<b>\$788,306.38</b>	<b>\$2,646,263.13</b>
<b>Records included in total = 131</b>							

*Report Options*

Trans Date: 1/1/2026 to 1/31/2026

Display Notation: No



## Siuslaw Valley Fire & Rescue Budget Committee Application

Name: Margaret Peg Sorensen \_\_\_\_\_ Date: 1-8-2026 \_\_\_\_\_

Address: 2225 Willow Loop \_\_\_\_\_ Home Phone: 541-659-3035 \_\_\_\_\_

City, State, Zip: \_Florence OR 97439 \_\_\_\_\_ Cell Phone: 541-659-30355 \_\_\_\_\_

Email: pegs0723@gmail.com \_\_\_\_\_

Please answer yes (Y) or no (N):

1. Are you a registered voter residing within the Siuslaw Valley Fire & Rescue District? \_\_\_Y\_\_\_
2. Are you able to attend daytime meetings as necessary? \_\_\_Y\_\_\_
3. Are you able to attend evening meetings as necessary? \_\_\_Y\_\_\_
4. Are you aware that committee members may have to devote up to 20 hours that include reviewing the budget and meeting on to three times between April and June each year? \_\_\_Y\_\_\_
5. Do you, or any family members, have any business dealings with the Siuslaw Valley Fire & Rescue District? \_\_\_N\_\_\_
6. Can you foresee any potential conflicts of interest that would prevent you from making impartial decisions? If so, please explain: \_\_\_No\_\_\_\_\_
7. How many years have you lived in the Siuslaw Valley Fire & Rescue District? \_\_\_14 years\_\_\_\_\_

Please provide brief answers to the following:

8. What is your occupation? Retired \_\_\_\_\_
9. What experience have you had related to budgeting? I was former President, Secretary, and Treasurer for Communications workers of America in Medford Oregon. I was also Business Partner and Co owner of Sorensen's Ranch, I also served as Secretary and Treasurer for OCERI 2019 to 2025.
10. Please list any city, county, or state committees you are on: None at this time \_\_\_\_\_
11. What other qualifications do you possess that would benefit the committee? I believe it is very important to be an informed member of the West Lane Community. I have experience overseeing business finances and managing expenses. My skills include planning, tracking, allocating, and adjusting to provide greater financial control. Setting realistic budgets based on income, expenses, and financial objectives is key to a successful budget process. I previously held the position of Southern Oregon Safety Committee chairperson with US West Telephone company. I was a Cable Splicer and trained on Confined Space safety and HAZMAT safety. I was also an Certified in traffic flagging procedures and safety. This gives me some incite into the issues the fire and ambulance personel encounter in their day to day operations.
12. Please explain why you want to be appointed to the committee: To support WLFEA's best efforts to serve the West Lane Community strategic thinking and planning are key

Signed Margaret Sorensen \_\_\_\_\_ Date 1-8-2025 \_\_\_\_\_



## Siuslaw Valley Fire & Rescue

### Budget Committee Application

Name: Ralph "Jeff" Hall Date: 2-5-2026  
Address: 135 Park Village Loop Home Phone: —  
City, State, Zip: Florence, OR 97439 Cell Phone: 520-548-7070  
Email: 92halls33@gmail.com

Please answer yes (Y) or no (N):

1. Are you a registered voter residing within the Siuslaw Valley Fire & Rescue District? YES
2. Are you able to attend daytime meetings as necessary? YES
3. Are you able to attend evening meetings as necessary? YES
4. Are you aware that committee members may have to devote up to 20 hours that include reviewing the budget and meeting on to three times between April and June each year? YES
5. Do you, or any family members, have any business dealings with the Siuslaw Valley Fire & Rescue District? NO
6. Can you foresee any potential conflicts of interest that would prevent you from making impartial decisions? If so, please explain: NO

Please provide brief answers to the following:

7. How many years have you lived in the Siuslaw Valley Fire & Rescue District? 1
8. What is your occupation? Retired
9. What experience have you had related to budgeting?  
20yrs Superintendent/Manager at Maintenance Dept Copper Mine  
Capex and Opex Budgets
10. Please list any city, county, or state committees you are on:  
None
11. What other qualifications do you possess that would benefit the committee?  
Several years working with several departments working  
on several multi-million \$ budgets
12. Please explain why you want to be appointed to the committee:  
wanting to become active in local community

Signature

Date

2-5-2026



## WESTERN LANE AMBULANCE DISTRICT

### RESOLUTION 2026-02

#### **A RESOLUTION CALLING FOR AN ELECTION FOR A LOCAL OPTION TAX IN NOVEMBER OF 2026**

**Whereas**, the Western Lane Ambulance District has provided ambulance transport services to Western Lane County since 1989 and is governed by a five (5) member, elected board of directors; and,

**Whereas**, the District's cost of providing Emergency Medical Services and ambulance transport has and continues to grow; and,

**Whereas**, the District's revenue has not kept pace with the cost of providing Emergency Medical Service to the residents of the District; and,

**Whereas**, the District Board of Directors is committed to maintaining the current levels of service provided by the District; and,

**Whereas**, the District Board of Directors finds it necessary to seek additional revenue via a local option levy to replace the current levy, which expires June 30, 2027; and,

**Whereas**, the District must secure voter approval by District residents; and,

**Whereas**, the District Board of Directors supports placing a measure on the ballot to request that voters approve additional funding,

**Whereas**, the District Board of Directors was advised to delay the election until November,

**Therefore, Be It Resolved**, that Resolution 2025-06 A Resolution Calling for an Election for a Local Option Tax in May of 2026 is rescinded.

**Furthermore, be it Resolved**, that an election call for November 3, 2026 on the question of whether to increase a local operating levy in the amount of \$0.23 for a total of \$0.68 per \$1,000 of assessed value, for the purpose of maintaining the current levels of service to the District residents, for a period of five-years (5) shall be conducted.

**It Is Further Ordered**, the District submits a Request for Ballot Title to the Lane County Clerk/Elections on or before September 3, 2026.

Adopted on the 26<sup>th</sup> day of February 2026.

By: \_\_\_\_\_  
Mike Webb, President

Attest: \_\_\_\_\_  
Vanessa Buss, Secretary

## Records Management

### 800.1 PURPOSE AND SCOPE

This policy provides guidelines for the management of all authority documents, including those in fire and ambulance stations, to ensure that authority records are maintained and available as needed. This policy also provides guidance on the retention, disposition, and security of records.

### 800.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority to promote the efficient and cost-effective conduct of authority business by reducing the number of records in active file areas, eliminating unnecessary retention of duplicate or obsolete documents, and providing for timely transfer of inactive files in compliance with legal requirements.

### 800.3 CUSTODIAN OF RECORDS

The Fire & EMS Chief shall appoint a Custodian of Records, who will oversee the records management program (ORS 192.318; OAR 166-017-0005 et seq.; OAR 166-020-0010 et seq.; OAR 166-030-0005 et seq.).

The Custodian of Records or the authorized designee should:

- (a) Remain familiar with any Oregon Public Records Law.
- (b) Identify what records the Authority has, where the records are kept, the volume, and how the records are used.
- (c) Maintain and update the authority's records retention schedules, including:
  1. Identify the minimum length of time the Authority must keep records in a series.
  2. Identify the authority section or division responsible for the original record.
- (d) Coordinate the placement of inactive records in storage, including:
  1. Maintaining a storage inventory.
  2. Providing an annual reminder to Division Chiefs and section managers to review files to determine if any records should be transferred to storage.
- (e) Manage the destruction of authority records, including:
  1. Annually reviewing the records retention schedules and storage inventory list to determine which records are eligible for destruction.
  2. Providing a list to Division Chiefs and section managers of records eligible to be destroyed.
  3. Obtaining any required approvals for the destruction of eligible records.
  4. Maintaining a list of records that have been destroyed.
- (f) Ensure confidential and other sensitive records are stored or maintained to protect the sensitive nature of the records.

## *Records Management*

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- (g) Process subpoenas and requests for records as provided in the Subpoenas and Court Appearances, the Release of Records, and the Patient Medical Record Security and Privacy policies.
- (h) Manage a document imaging or other process for bulky or rarely accessed records with long retention periods.
- (i) Establish rules regarding the inspection and copying of authority records as reasonably necessary for the protection of such records, including:
  - 1. Identifying records or portions of records that are confidential under state or federal law and not open for inspection or copying.
  - 2. Maintaining a schedule of fees for public records as allowed by law (ORS 192.324(4)(5)).
- (j) Prepare and make available to the public a written procedure that includes the name and address of where to obtain authority records as well as the amounts and the manner of calculating fees for responding to requests for public records (ORS 192.324(7)).

### **800.4 MEMBERS' RESPONSIBILITY**

All members are expected to handle authority records in a responsible manner and as provided in this policy.

Members are responsible for ensuring that records in their control are maintained as provided in the records retention schedule.

### **800.5 COMPANY OFFICER'S RESPONSIBILITY**

Company Officers at stations are responsible for the management of records at the station level. The Company Officers should ensure that all records at the stations are retained in accordance with this policy.

### **800.6 SECURITY BREACHES**

In the event of an unauthorized acquisition of personal information, the Fire & EMS Chief or the authorized designee shall ensure that an investigation into the breach is made and applicable steps pursuant to ORS 646A.602 et seq. are taken.

Required notice shall be made as follows (ORS 646A.604):

- (a) Notice shall be made to any individual whose private or confidential data was or is reasonably believed to have been breached. Notice shall be provided in the most expeditious manner possible without unreasonable delay, but not later than 45 days after becoming aware of the breach, unless the notice impedes a criminal investigation.
  - 1. The notice shall be made as set forth in ORS 646A.604 and include a general description of the breach of security; the approximate date of the breach; the type of information that was compromised; the contact information for the person providing the notice; and the contact information for national consumer reporting

## *Records Management*

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agencies. Any suspected identity theft should be reported to law enforcement, the Attorney General, and the Federal Trade Commission.

- (b) When notice is delayed because it will impede an active criminal investigation, the member in charge of the investigation must document the reason why a delay in notification is necessary to the investigation.
- (c) Provide substitute notice if notification would cost more than \$250,000 or if there were more than 350,000 individuals whose personal information was breached.
- (d) If notification is required to be made to more than 1,000 individuals, the Fire & EMS Chief should also notify consumer reporting agencies.
- (e) Provide notice to the Oregon Attorney General if the breach involves the personal information of more than 250 people, along with a copy of any notice sent to individuals whose personal information was affected.
- (f) Document when a breach of security is unlikely to cause any harm and does not require notification. In these cases, the documentation shall be maintained for at least five years.

### **800.7 TRAINING**

The Custodian of Records should coordinate with the Training Coordinators to provide training regarding the records management program to the appropriate authority members.

## Release of Records

### 801.1 PURPOSE AND SCOPE

This policy establishes guidelines for the public to inspect and obtain copies of public records.

Inspection and release of records with protected health information is covered in the Patient Medical Record Security and Privacy Policy.

### 801.2 POLICY

The Western Lane Fire and EMS Authority is committed to providing public access to records consistent with Oregon's Public Records Law.

### 801.3 PROCESSING REQUESTS FOR PUBLIC RECORDS

Any member who receives a request for records shall route the request to the Custodian of Records or the authorized designee.

#### 801.3.1 REQUESTS FOR RECORDS

The processing of requests for records is subject to the following (ORS 192.324; ORS 192.329):

- (a) The Authority is not required to create records which do not exist.
- (b) Within five business days of receiving a written request to inspect or receive a copy of a public record, the Custodian of Records or authorized designee shall acknowledge receipt of the request or complete the response to the request.
- (c) A written acknowledgement shall advise the requester of one of the following:
  1. The Authority is the custodian of the requested record.
  2. The Authority is not the custodian of the requested record.
  3. The Authority is uncertain whether the Authority is the custodian of the requested record.
- (d) As soon as reasonably practicable, but not later than 10 business days after acknowledgement of a receipt of the request, the Custodian of Records shall:
  1. Complete the response to the records request, or;
  2. Provide a written statement that the request is being processed and a reasonable estimated date on when the response should be completed based on the information currently available.
- (e) A request for records is considered complete when:
  1. Access or copies of the requested public records is provided to the requester, if no exemption applies or an explanation is provided to the requester regarding where the records are publicly available.
  2. A written statement is sent to the requester that an exemption exists and that access is denied.

# Western Lane Fire and EMS Authority

## Policy Manual

### Release of Records

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- (a) When a record contains material with release restrictions and material that is not subject to release restrictions, the restricted material shall be redacted, and the unrestricted material released (ORS 192.338).
  - (b) A copy of the redacted release should be maintained as evidence of what was actually released and should document the reasons for the redactions.
3. A written statement is sent to the requester that the Authority is not the Custodian of Records for the record requested.
  4. A written statement that state or federal law prohibits the Authority from acknowledging whether the record exists or that acknowledging whether the records exists would result in the loss of federal benefits or other sanctions. This statement shall include the state or federal law citation relied upon by the Authority.
- (f) If a fee is permitted under ORS 192.324(4) and the requester has been informed, the request is suspended until the requester has paid the fee or the Authority has waived the fee. If the fee is not paid within 60 days of informing the requester of the fee or the Authority has denied a request for a fee waiver, the request shall be closed.
  - (g) If necessary, the Custodian of Records or the authorized designee may request additional information or clarification for the purpose of expediting the response to the request. The response to the request is suspended until the requester provides the requested information, clarification, or affirmatively declines to provide the information or clarification. If the requester fails to respond within 60 days, the request shall be closed.
  - (h) If the public record is maintained in a machine readable or electronic form, a copy of the public record shall be provided in the form requested, if available. If the public record is not available in the form requested, the public record shall be made available in the manner in which it is maintained (ORS 192.324).

#### 801.3.2 DENIALS

If the Custodian of Records determines that a requested record is not subject to disclosure or release, the Custodian of Records shall inform the requestor in writing of that fact and state the reason for the denial. When the denial is pursuant to federal or state law, the specific law shall be provided to the requester (ORS 192.329).

When asserting that a record is exempt, the written statement of denial shall include a statement that the requester may seek review of the determination pursuant to Oregon law as identified by ORS 192.329.

If the disclosure refusal is challenged by the requester by petition to the Attorney General or the Authority Attorney, the Authority will have the burden to support the denial (ORS 192.401; ORS 192.415).

#### 801.4 RELEASE RESTRICTIONS

Examples of records with release restrictions include:

# Western Lane Fire and EMS Authority

## Policy Manual

### *Release of Records*

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- (a) Patient Care Reports (PCRs) (45 CFR 164.502) (see the Patient Medical Record Security and Privacy Policy)
- (b) Personnel or similar files (ORS 192.355)
- (c) Records pertaining to pending litigation (ORS 192.345)
- (d) Legal opinions
- (e) Arson investigations (ORS 192.345)
- (f) A personnel discipline action, including materials or documents in support of the action (ORS 192.345)
- (g) Test questions, scoring keys, and other examination data used to administer an examination for employment (ORS 192.345)
- (h) Contents of real estate appraisals prior to acquisition (ORS 192.345)
- (i) Records where disclosure is exempt or prohibited pursuant to provisions of federal or state law, including but not limited to provisions of the Evidence Code relating to privilege.
- (j) Records that relate to archeological site information (ORS 192.345)
- (k) Any public records or information prohibited from disclosure by federal law or regulations (ORS 192.355)
- (l) Any public records or information prohibited, restricted, or otherwise made confidential or privileged by Oregon law (ORS 192.355)

#### **801.5 RELEASED RECORDS TO BE MARKED**

Each page of any record released pursuant to this policy should be stamped in a colored ink or otherwise electronically marked to indicate the authority name and to whom the record was released.

## Subpoenas and Court Appearances

### 802.1 PURPOSE AND SCOPE

The purpose of this policy is to establish procedures for receiving, processing and responding to subpoenas to appear or to produce records or evidence. It will allow the Authority to cover any related work absences and keep the Authority informed about relevant legal matters. When applicable the current Collective Bargaining Agreement will supersede the requirements stated in this policy.

### 802.2 POLICY

Authority members will respond appropriately to all subpoenas and any other court ordered appearances (ORCP 55; ORS 136.580; ORS 136.595).

### 802.3 RECEIPT OF SUBPOENAS

Only authority members authorized to receive a subpoena on behalf of the Authority or any of its members may do so.

Subpoenas for records should be directed to the Custodian of Records or authorized designee for processing.

#### 802.3.1 SUBPOENAS OF RECORDS

The Custodian of Records and any authorized designees should receive training in proper intake and processing of subpoenas. Members not designated by the Custodian of Records and properly trained are not authorized to accept subpoenas for authority records.

Subpoenas for records shall be date-stamped and logged.

The Custodian of Records will consult with the Authority privacy officer regarding any request for medical records. The Custodian of Records or the authorized designee will only produce the requested records as provided in this policy and the Patient Medical Record Security and Privacy Policy.

If the Custodian of Records determines that a subpoena involves a request for a confidential record or relates to pending litigation against the Authority or Authority, the request should be promptly brought to the attention of the legal counsel for the Authority.

The Authority may be entitled to recoup reasonable costs incurred in production of business records in response to a subpoena. The Custodian of Records should provide a statement reflecting the assessment of these reasonable costs and require payment at the time subpoenaed records are delivered.

#### 802.3.2 CIVIL SUBPOENAS INCLUDING DEPOSITIONS OR NOTICES TO APPEAR

Upon receipt of a civil subpoena, the Custodian of Records or other person authorized to receive a subpoena shall date-stamp and log the subpoena.

# Western Lane Fire and EMS Authority

## Policy Manual

### *Subpoenas and Court Appearances*

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The Custodian of Records or other person authorized to receive a subpoena shall ensure timely delivery of the subpoena to the identified member, noting on the log the date and time it was accepted. The receiving member should acknowledge receipt by signing and dating the log.

No subpoena for a member of this authority as a witness in a civil action should be accepted unless it is accompanied by the required fee for each day the member's appearance is required pursuant to the subpoena (ORS 44.415).

Members shall notify the Fire & EMS Chief of receipt of a subpoena. Members should contact the attorney issuing the subpoena to confirm the date and time of appearance or to confirm an on-call status. The member shall comply with all instructions on the subpoena and monitor the status of all required appearances to ensure compliance with judicial process. In the event a member will be unavailable to respond to a subpoena, the member shall promptly notify the attorney issuing the subpoena and the Fire & EMS Chief.

Members who are deposed should request a copy of the transcript.

#### **802.3.3 ON-CALL SUBPOENAS**

Upon receipt of a subpoena and after contacting the issuing attorney, a member may make arrangements with the issuing attorney to be placed in an on-call status.

The subpoenaed member shall promptly notify his/her supervisor of the subpoena and any on-call status and make arrangements regarding any potential scheduling conflicts, potential overtime compensation or other follow-up required to coordinate on-call appearance status.

#### **802.3.4 CRIMINAL SUBPOENAS**

Upon receipt of a criminal subpoena related to authority business, the member shall promptly notify the Fire & EMS Chief of his/her appearance and contact legal counsel if he/she has any questions.

No subpoena for a member of this authority as a witness in a criminal action should be accepted unless it is accompanied by the required fee for each day the member's appearance is required pursuant to the subpoena (ORS 44.415).

#### **802.3.5 CIVIL SUBPOENAS UNRELATED TO OFFICIAL AUTHORITY BUSINESS**

Members properly served with valid subpoenas for civil matters unrelated to their authority duties shall comply with the requirements of the subpoena. Members are not entitled to compensation from the Authority for any such appearance or deposition and arrangements for time off should be coordinated with their supervisor.

Employees subpoenaed to testify about non work-related matters shall be permitted to take time off to testify but are not entitled to receive wages. Employees may use vacation, personal leave or compensatory time off for the time they will be away from work.

### **802.4 RESPONSIBILITIES**

## *Subpoenas and Court Appearances*

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### 802.4.1 MEMBERS

Members subpoenaed to appear for any authority-related reason or who are subpoenaed to produce records or evidence shall:

- (a) Document the date, time and manner of receipt.
- (b) Promptly contact the Custodian of Records and provide the Custodian with a copy of the subpoena and/or summons and complaint.
- (c) Make arrangements through the Custodian of Records to obtain any related reports or information.
- (d) Notify their supervisor of the subpoena.

Employees who are subpoenaed to testify about authority -related matters shall receive their normal wages. Any witness fees provided to an on-duty employee shall be promptly transmitted to the Authority. Members shall coordinate any scheduled appearances with their Company Officer to ensure the efficient use of staffing to minimize the payment of overtime.

Members appearing in court or appearing for court-related functions such as depositions shall appear in uniform or business attire.

Any questions regarding this policy or its requirements shall be promptly directed to a supervisor or legal authority counsel.

### 802.4.2 SUPERVISORS

Supervisors should monitor the schedules of members who have been served subpoenas requiring their appearance to ensure appropriate shift coverage and compensation for the subpoenaed member.

Supervisors shall not intentionally adjust a member's duty schedule for the purpose of creating overtime.

### **802.5 TESTIFYING AGAINST THE INTEREST OF THE AUTHORITY**

Any member who has been subpoenaed to testify, has agreed to testify or who anticipates testifying or providing information on behalf of, or at the request of, any party other than the state; any city, county or any of their officers; or agents or employees in which any of those entities or persons are parties to the litigation, will promptly notify his/her supervisor. The supervisor shall notify the Fire & EMS Chief, prosecuting attorney in a criminal case and the authority's legal counsel, as may be indicated by the case.

- (a) This requirement includes:
  1. Providing testimony or information for the defense in any criminal trial or proceeding.
  2. Providing testimony or information for the plaintiff in a civil proceeding against any city, county or their officers, agents or employees.

# Western Lane Fire and EMS Authority

## Policy Manual

### *Subpoenas and Court Appearances*

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3. Providing testimony or information on behalf of, or at the request of, any party other than any city, county or Authority official in any administrative proceeding, including, but not limited to, personnel and/or disciplinary matters.
4. No member will be retaliated against for testifying in any matter.

#### **802.6 RECEIPT AND PROCESSING OF A SUMMONS**

Upon receipt of a summons in a matter related to authority business, the member shall document the date, time and manner of receipt and promptly notify his/her supervisor and contact legal counsel for the Authority.

# Patient Medical Record Security and Privacy

## 803.1 PURPOSE AND SCOPE

The purpose of this policy is to establish appropriate administrative, technical, and physical safeguards for patient medical records and to provide reasonable safeguards against prohibited uses and disclosures of protected health information (PHI) in accordance with federal and state law, to include the following:

- Health Insurance Portability and Accountability Act (HIPAA) (42 USC § 201 et seq.)
- State law relating to protected rights regarding health information (ORS 192.558)
- State rule relating to responses to civil and criminal subpoenas (ORCP 55)

### 803.1.1 DEFINITIONS

Definitions related to this policy include:

**Health information** - Any information, whether oral or recorded in any form or medium, that is created or received by the Authority and relates to a person's past, present, or future physical or mental health or condition, or past, present, or future payment for the provision of health care to a person (45 CFR 160.103).

**Individually identifiable health information** - Health information, including demographic information, created or received by the Authority that relates to an individual's past, present, or future physical or mental health or condition, the provision of health care to the individual, or the past, present, or future payment for the provision of health care to an individual, that can either identify the individual or provide a reasonable basis to believe the information can be used to identify the individual (45 CFR 160.103).

**Limited data set** - PHI that excludes the following direct identifiers of an individual or of relatives, employers, or household members of the individual (45 CFR 164.514(e)):

- Names
- Postal address information, other than town or city, state, and ZIP code
- Telephone or fax numbers
- Email addresses
- Social Security numbers
- Medical record numbers
- Health plan beneficiary numbers
- Account numbers
- Certificate or license numbers
- Vehicle identifiers and serial numbers, including license plate numbers

## *Patient Medical Record Security and Privacy*

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- Device identifiers and serial numbers
- Web Universal Resource Locators (URLs)
- Internet Protocol (IP) address numbers
- Biometric identifiers, including finger and voice prints
- Full-face photographic images and/or any comparable images

**Patient medical records** - Authority records or data containing any information identifying a patient. However, media recorded by authority body-worn cameras is for quality assessment and improvement purposes, not patient care, and therefore is not part of a patient's medical records.

**Protected Health Information (PHI)** - Individually identifiable health information that is created or received by the Authority. Information is protected whether it is in writing, in an electronic form, or communicated orally (45 CFR 160.103).

**Protected Personal Information (PPI)** - Information that includes but is not limited to PHI, pictures or other forms of voice or image recording, patient address, telephone numbers, Social Security number, date of birth, age, or any other information that could be reasonably used to uniquely identify the patient or that could result in identity theft if released for unauthorized purposes or to unauthorized personnel.

### **803.2 POLICY**

It is the policy of the Authority to reasonably safeguard PHI and comply with HIPAA and the implementing regulations through the use of policy and procedures, system access security and passwords, and limited physical access to hard copy files (45 CFR 164.530(c)).

### **803.3 RESPONSIBILITIES**

Members shall protect the security, confidentiality, and privacy of all patient medical records in their custody at all times.

Possessing, releasing, or distributing PPI, including for unauthorized purposes, is prohibited and may violate HIPAA and/or other applicable laws. Members who have not received authority training on the proper handling of these records shall not access patient medical records.

Members with occupational access to patient medical records shall be trained in the proper handling of PHI in accordance with the Health Insurance Portability and Accountability Act (HIPAA) Training Policy and shall reasonably ensure that no unauthorized person shall have access to PHI without the valid authorization of the patient, except as provided by law (45 CFR 164.530(b); 45 CFR 164.512).

### **803.4 PRIVACY OFFICER**

The Fire & EMS Chief shall designate a privacy officer who is responsible for all matters relating to the privacy of patient medical information, including PHI. The privacy officer shall (45 CFR 164.530):

## *Patient Medical Record Security and Privacy*

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- (a) Identify who may have access to PPI and PHI.
- (b) Resolve complaints under HIPAA.
- (c) Mitigate, to the extent practicable, any harmful effects known to the Authority regarding any use or disclosure of PHI in violation of this policy or the HIPAA regulations.
- (d) Ensure members are trained in the proper handling of PHI in accordance with the Health Insurance Portability and Accountability Act (HIPAA) Training Policy.
- (e) Ensure technical and physical safeguards are implemented to maintain security and confidentiality of PHI and to allow access to PHI only to those persons or software programs that have been granted access rights.

### **803.5 PROCEDURE**

Records containing PHI or PPI, including Patient Care Reports (PCRs), shall be kept out of view unless the report is being completed during an incident, during input of information into the National Fire Incident Reporting System (NFIRS), or during processing or review at Western Lane Fire and EMS Authority facilities by authorized personnel (45 CFR 164.530(c)).

### **803.6 SECURITY**

All patient records containing PHI or PPI shall be kept secure at all times whether the record is in written, verbal, electronic, or any other visual or audible format (45 CFR 164.306(a)).

Documents provided by a patient or caregiver will receive the same level of confidentiality and security as authority records during the time authority personnel retain possession of the documents.

No patient record, including documents and electronic images containing PHI, shall be visible to the public.

#### **803.6.1 ELECTRONIC PHI SECURITY**

All computer workstations and servers within the Authority shall require appropriate security measures, such as user identification and login passwords, to access electronic documents, including electronic PHI (45 CFR 164.308(a)(5)).

Members with access to electronic data shall lock their workstations when left unattended and shall shut down their workstations when leaving for the day to prevent unauthorized access to electronic PHI (45 CFR 164.310; 45 CFR 164.312).

Remote access to authority computer workstations requires that appropriate security measures be provided for access to PHI (45 CFR 164.312).

PHI may be transmitted electronically, provided the transmission occurs through a secure process that allows end-to-end authentication and the recipient is authorized to receive the information. Electronic transmission consists of email, file transfer protocol, internet web posting, and any configurable data stream. End-to-end authentication is accomplished when the electronic referral does not leave a secure network environment and the recipient is known, or when encryption

## *Patient Medical Record Security and Privacy*

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and authentication measures are used between sender and recipient, thus verifying full receipt by the recipient. Any electronic PHI traveling outside a secure network environment, via the internet, requires encryption and authentication measures (45 CFR 164.312(e)).

### **803.6.2 HARD COPIES**

Hard copies of PCRs shall be kept in a secured area when unattended by authorized personnel. An area of the Authority is considered unattended when members are physically outside of the area and unable to maintain record security. This includes but is not limited to breaks, lunch, or meetings outside the Authority.

Hard copies of PCRs should be stored in a locked area whenever practicable for ease of record retention and retrieval.

Patient records shall not be removed from the Authority without express authorization from the Custodian of Records.

### **803.7 PHI RECORD REQUESTS**

The following procedures apply to PHI record requests:

- (a) Requests and subpoenas for copies of patient records shall be processed by the Custodian of Records.
- (b) The Custodian of Records or the authorized designee shall not release records containing PHI without a properly completed authorization to release medical records that is signed by the patient or legal representative of the patient.
  1. Verification that the person completing the authorization is the patient or the legal representative of the patient shall be made with government-issued identification and documentation (45 CFR 164.508(c)).
- (c) Unless the request for records is from the patient or the parent of a minor patient, PHI shall be redacted from the record. A photocopy of the record shall be distributed to the requestor.
- (d) Requests for records via a valid subpoena do not require that PHI be redacted.
- (e) Fulfilled records requests shall be placed in a sealed envelope for release to the requestor.
- (f) A full copy of the valid subpoena or authorization to release medical records form shall be maintained in the file with the PCR.

#### **803.7.1 PROHIBITED DISCLOSURES OF PHI AND PPI**

- (a) The Authority shall not use or disclose PHI or PPI without authorization. Prohibited disclosures include any form of communication, except as permitted in this policy, including but not limited to (45 CFR 160.103):
  1. PHI or PPI contained in email or other forms of written communication.
  2. Sharing of PHI or PPI on any website, blog, or other form of social or public media.

# Western Lane Fire and EMS Authority

## Policy Manual

### *Patient Medical Record Security and Privacy*

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3. Verbal discussions.
4. The use of any imaging device capable of capturing and storing still or moving images, such as digital or other cameras, video cameras, cellular telephones with picture-taking or video-recording capability, or any other device with picture-taking or video-recording capability while engaged in patient care, while at the scene of a medical emergency or hospital, or at any time when such use could reasonably be expected to result in the inappropriate capture of PHI or PPI.

#### 803.7.2 PERMITTED DISCLOSURES OF PHI AND PPI

The Custodian of Records may release records containing PHI or PPI without authorization from the patient under any of the following circumstances:

- (a) For the authority's use to carry out treatment, payment, or health care operations (45 CFR 164.506)
- (b) Where the PHI is requested pursuant to a valid subpoena or court order (45 CFR 164.512(e))
- (c) Where the PHI is part of a limited data set (45 CFR 164.514(e))
- (d) Where the PHI is used for public health activities authorized by law, including when the information is necessary to report child abuse or neglect (45 CFR 164.512(b))
- (e) Where the PHI is disclosed to a government authority because the person is believed to be a victim of abuse, neglect, or domestic violence (45 CFR 164.512(c))
- (f) To law enforcement as provided in this policy (45 CFR 164.512(f))
- (g) Where the Authority believes that disclosure of the information is necessary to avert a serious threat to the health or safety of a person or the public (45 CFR 164.512(j))
- (h) Where the PHI is required for workers' compensation purposes (45 CFR 164.512(l))

#### 803.7.3 REQUIRED DISCLOSURES

The Authority must disclose PHI when:

- (a) The PHI is requested by and provided to the individual to whom the PHI belongs (45 CFR 164.502(a)(2)).
- (b) The information is required by the U.S. Secretary of Health and Human Services to investigate compliance with HIPAA (45 CFR 164.502(a)(2)).

#### 803.7.4 SUBPOENAS

Records containing PHI or PPI will be disclosed only if one of the following is present (45 CFR 164.512(e)(1); ORCP 55):

- (a) A court order or subpoena signed (or stamped) by a judge that requires no additional assurances or notification to the individual whose records are requested
- (b) A subpoena or discovery order signed by an attorney which requires additional proof of service that written notification has been given to the individual whose records are requested. In such a case, the subpoena or discovery order must be accompanied by

## *Patient Medical Record Security and Privacy*

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a declaration by the requesting party showing that reasonable efforts have been made to ensure that notice has been provided to the individual whose records are being requested, or that there is a qualified protective order. No records relating to the person named in the notice will be produced until the time to respond to the notice has lapsed and no objections to the production of the materials requested have been made. If written notification to the individual is not provided, the declaration must establish all of the following:

1. The requesting party has made a good faith effort to provide written notice to the individual.
2. The notice includes sufficient information about the litigation or proceeding for which the PHI is requested to allow the individual to raise an objection.
3. The time for the individual to raise objections to the court or tribunal has elapsed.
4. No objections were filed or all objections have been resolved.
5. In lieu of a declaration, records may be released if there is a court order or a stipulation by the parties to the litigation that both:
  - (a) Prohibits the parties from using or disclosing the PHI for any purpose other than the litigation or proceeding for which such information was requested.
  - (b) Requires the return to the Authority or destruction of the PHI (including all copies made) at the end of the litigation or proceeding.

### 803.7.5 RELEASE OF PHI TO LAW ENFORCEMENT

The release of PHI to a law enforcement agency is permitted under the following circumstances:

- (a) In response to a law enforcement officer who completes the authority's release of PHI to law enforcement form and requires the PHI (45 CFR 164.512(f)(1)):
  1. To report certain types of wounds or other physical injuries.
  2. In compliance with a court order or court-ordered warrant, a subpoena or summons, a grand jury subpoena, or an administrative request for which a response is required by law.
- (b) In response to a law enforcement officer who completes the authority's release of PHI to law enforcement form for the purpose of identifying or locating a suspect, fugitive, material witness, or missing person. In such a case, the Authority may only disclose the following PHI (45 CFR 164.512(f)):
  1. Name and address
  2. Date and place of birth
  3. Social Security number
  4. ABO blood type and Rh factor
  5. The character and extent of injuries
  6. Date and time of treatment
  7. Date and time of death, if applicable

## *Patient Medical Record Security and Privacy*

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8. A description of distinguishing physical characteristics

### 803.7.6 ADDITIONAL RESTRICTIONS FOR REPRODUCTIVE HEALTH CARE RECORDS

Records related to reproductive health records as defined by 45 CFR 160.103 are subject to additional disclosure restrictions as provided in 45 CFR 164.502 and 45 CFR 164.509. Requests that may include reproductive health care records should be evaluated by the Custodian of Records in consultation with legal counsel before disclosure to ensure compliance with federal law.

### **803.8 INDIVIDUAL RIGHTS**

The privacy officer is responsible for ensuring the Authority complies with all of the following rights of patients:

- (a) The right to request restrictions on certain uses and disclosures of PHI (45 CFR 164.522(a))
- (b) The right to receive their PHI confidentially (45 CFR 164.522(b))
- (c) The right to inspect and copy their PHI (45 CFR 164.524)
- (d) The right to request amendments to their PHI (45 CFR 164.526)
- (e) The right to receive an account of disclosures of PHI (45 CFR 164.528)

#### 803.8.1 PHI AMENDMENT REQUESTS

Patients have the right to review their PHI records and, if necessary, to request that amendments be made. A patient must make a request in writing to have their medical record amended. Included in the request must be the patient's account of the incident and what specific amendment is being requested (45 CFR 164.526(b)(1)).

The privacy officer has the authority to deny the request for amendment where the PHI (45 CFR 164.526(a)(2)):

- (a) Was not created by the Authority.
- (b) Is not part of the designated record.
- (c) Is not available for inspection by the requestor pursuant to 45 CFR 164.524.
- (d) Is accurate and complete.

Within 60 days of receipt of the request for amendment, the privacy officer must provide the basis for denial in writing or, in the case that the request is approved, provide notice of approval (45 CFR 164.526(b)(2)).

The time for response may be extended for up to 30 days with a written statement to the requestor identifying the reasons for the delay and the date by which the action will be completed (45 CFR 164.526(b)(2)).



## Siuslaw Valley Fire & Rescue

Resolution No. 2026-02

### RESOLUTION DECLARING SCOTTS SCBAS AS SURPLUS

**WHEREAS**, Siuslaw Valley Fire & Rescue currently has 38 SCBA packs, 50 SCBA masks, and 50 SCBA cylinders which were purchased with a grant that was received in 2010 that are no longer needed; and

**WHEREAS**, staff would like to dispose of this equipment due to age (15 year life on cylinders), replacement schedule, and the equipment was replaced in 2025 with a new grant;

**NOW, THEREFORE BE IT RESOLVED** that the Siuslaw Fire & Rescue Board of Directors reaffirms that this equipment is no longer needed by the Fire District to carry out its mission and duties and declares this equipment as surplus.

ADOPTED by the Siuslaw Valley Fire and Rescue Board of Directors this 26<sup>th</sup> day of February 2026.

By: \_\_\_\_\_  
Laurie Heppel, Board President

Attest: \_\_\_\_\_  
Stephanie Restrepo, Board Secretary



Quote  
#QUO7824  
02/13/2026

**Cascade Fire Equipment**

PO Box 4248  
Medford OR 97501  
United States  
<https://cascadefire.com/>  
(800) 654-7049

**Bill To**

Western Lane Fire & Ems  
2625 Hwy 101  
Florence OR 97439  
United States

**Ship To**

Western Lane Fire & Ems  
2625 Hwy 101  
Florence OR 97439  
United States

Quote Expiration	Quote Name	Sales Rep	Shipping Method
03/15/2026	Scott Pack Pricing	Ben Coffel	

Item	QTY	Rate	Amount
<b>M1234</b> Scott NxG7 4.5 2007 Pack	1	\$475.00	\$475.00
<b>M1234</b> Scott AV-3000 HT Mask	1	\$190.00	\$190.00
<b>M1234</b> 4500psi Scott SCBA Cylinders	1	\$200.00	\$200.00

<b>Subtotal</b>	\$865.00
<b>Shipping Cost</b>	
<b>Tax Total (%)</b>	\$0.00
<b>Total</b>	\$865.00





**Western Lane Ambulance District**

**RESOLUTION NO. 2026-01**

**RESOLUTION TO AMEND THE FY25-26 LIFEMED FUND BUDGET**

**WHEREAS**, the Western Lane Ambulance District (WLAD) had an audited ending balance in the LifeMed Fund of \$498,334 in fiscal year ending June 30, 2025; and,

**WHEREAS**, the actual LifeMed bank account has a bank balance of \$138,395.39; and,

**WHEREAS**, the research by staff and the auditors back to fiscal year 2024 shows that transfers occurred to the General Fund that were not budgeted leaving the audited balance in the account higher than the actual account; and,

**WHEREAS**, the District would like to acknowledge the situation and make corrections to the LifeMed Fund.

**THEREFORE, BE IT RESOLVED**, that at the regular board meeting of the Western Lane Ambulance District Board of Directors, the following adjustments for FY2025-26 of \$359,938.61 will be made as follows:

General Fund	Current Budget	Budget Change	Adjusted amount
Transfers to General Fund	\$115,000	\$359,938.61	\$474,938.61

Adopted on this 26th day of February 2026.

By: \_\_\_\_\_  
Mike Webb, WLAD President

Attest: \_\_\_\_\_  
Vanessa Buss, WLAD Secretary/Treasurer



# CITIZEN GRIEVANCE FORM

A person who believes that a governing body has acted in violation of ORS 192.610 to 192.705 may, within 30 calendar days of the alleged violation, file a written grievance with the public body whose governing body is alleged to have violated ORS 192.610 to 192.705, setting forth the specific facts and circumstances that the person asserts amounted to a violation if ORS 192,610 to 192,705.

NAME \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_

WORK ADDRESS \_\_\_\_\_

HOME PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_

CELL PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

DATE OF COMPLAINT \_\_\_\_\_

NAME OF GOVERNING BODY INVOLVED (check all that apply):

- Western Lane Fire and EMS Authority
- Siuslaw Valley Fire & Rescue
- Western Lane Ambulance District

DATE OF OCCURANCE \_\_\_\_\_ TIME \_\_\_\_\_

DESCRIPTION OF GRIEVANCE (USE ADDITIONAL PAGES AS NECESSARY)/SPECIFIC FACTS AND CIRCUMSTANCES THAT AMOUNTS TO A VIOLATION OF THE PUBLIC MEETING LAW \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

It is the policy of Western Lane Fire & EMS Authority ("WLFEA") to accept and thoroughly investigate any grievances from individuals who believe that a violation of public meeting laws has occurred.

The grievance process allows an opportunity for the board to investigate any allegations, correct, and respond. The information below will provide you with the necessary information on filing a grievance with the Board of Directors.

Should you have any questions about the grievance process you are encouraged to contact our office at 541-997-3212.

I have read and understand the above statement and have presented true and accurate facts.

YOUR SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

### FOR OFFICE USE ONLY

WLFEA EMPLOYEE'S NAME RECEIVING GRIEVANCE \_\_\_\_\_

DATE \_\_\_\_\_ TIME \_\_\_\_\_ COPY OF GRIEVANCE GIVEN TO GRIEVANT:  YES  NO



**RESOLUTION NO. 2026-01**

**RESOLUTION OF THE BOARD OF DIRECTORS  
FOR THE WESTERN LANE FIRE AND EMS AUTHORITY  
ESTABLISHING POLICY FOR LEGISLATIVE ADVOCACY**

**Where as**, a policy is needed to guide Western Lane Fire and EMS Authority officials and staff in considering legislative or regulatory proposals that are likely to have an impact on Western Lane Fire and EMS Authority and to allow for a timely response to important legislative issues.

**Where as**, a policy is needed for identifying Legislative Advocacy Procedures is to provide clear direction to Western Lane Fire and EMS Authority staff and Board of Directors with regard to monitoring and acting upon bills during state and federal legislative sessions. Adherence to Legislative Advocacy Procedures will ensure that legislative inquiries and responses will be administered consistently with “one voice” as to the identified Advocacy Priorities adopted by the Board of Directors. The Legislative Advocacy Procedures and Advocacy Priorities will provide the Western Lane Fire and EMS Authority Fire and EMS Chief, Board President, or other designee, discretion to advocate in Western Lane Fire and EMS Authority’s best interests in a manner consistent with the goals and priorities adopted by the Board of Directors.

**NOW, THEREFORE, BE IT RESOLVED** the Board of Directors for the Western Lane Fire and EMS Authority hereby adopts the attached Legislative Advocacy Policy on this 26<sup>th</sup> day of February.

\_\_\_\_\_  
Cindy Russell, President  
Board of Directors

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
David Carrillo, Secretary  
Board of Directors

\_\_\_\_\_  
Date

## Legislative Advocacy Policy

### 115.1 PURPOSE

The purpose of the policy is to guide Western Lane Fire and EMS Authority officials and staff in considering legislative or regulatory proposals that are likely to have an impact on Western Lane Fire and EMS Authority, and to allow for a timely response to important legislative issues.

The purpose for identifying Legislative Advocacy Procedures is to provide clear direction to Western Lane Fire and EMS Authority staff and Board of Directors with regard to monitoring and acting upon bills during state and federal legislative sessions. Adherence to Legislative Advocacy Procedures will ensure that legislative inquiries and responses will be administered consistently with "one voice" as to the identified Advocacy Priorities adopted by the Board of Directors. The Legislative Advocacy Procedures and Advocacy Priorities will provide the Western Lane Fire and EMS Authority Fire and EMS Chief, Board President, or other designee, discretion to advocate in Western Lane Fire and EMS Authority's best interests in a manner consistent with the goals and priorities adopted by the Board of Directors.

### 115.2 POLICY PRINCIPLES

This policy provides Western Lane Fire and EMS Authority's Fire and EMS Chief, Board President, or other designee, the flexibility to adopt positions on legislation in a timely manner, while allowing the Board of Directors to set Advocacy Priorities to provide policy guidance. The Board of Directors shall establish various Advocacy Priorities and, so long as the position fits within the Advocacy Priorities, staff is authorized to take a position without board approval.

Whenever an applicable Advocacy Priority does not exist pertaining to legislation affecting the Western Lane Fire and EMS Authority, the matter shall be brought before the Board of Directors for formal direction from the Board of Directors.

Generally, the Western Lane Fire and EMS Authority will not address matters that are not pertinent to the district's local government services, such as social issues or international relations issues.

### 115.3 LEGISLATIVE ADVOCACY PROCEDURES

It is the policy of Western Lane Fire and EMS Authority to proactively monitor and advocate for legislation as directed by the Advocacy Priorities and by the specific direction of the Board of Directors. This process involves interaction with local, state, and federal government entities both in regard to specific items of legislation and to promote positive intergovernmental relationships. Accordingly, involvement and participation in regional, state, and national organizations is encouraged and supported by the Western Lane Fire and EMS Authority.

Monitoring legislation is a shared function of the Board of Directors and Fire and EMS Chief or designated staff. The Legislative Advocacy Procedures are the process by which staff will track and respond to legislative issues in a timely and consistent manner. The Fire and EMS Chief, or other designee, will act on legislation utilizing the following procedures:

# Western Lane Fire and EMS Authority

## Policy Manual

### *Legislative Advocacy Policy*

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- (a) The Fire and EMS Chief, Board President or other designee shall review requests that the Western Lane Fire and EMS Authority take a position on legislative issues to determine if the legislation aligns with the district's current approved Advocacy Priorities.
- (b) The Fire and EMS Chief, Board President or other designee will conduct a review of positions and analysis completed by the Special Districts Association of Oregon and other local government associations when formulating positions.

If the matter aligns with the approved priorities, Western Lane Fire and EMS Authority response shall be supplied in the form of correspondence to the legislative body reviewing the bill or measure. Advocacy methods utilized on behalf of the district, including but not limited to letters, phone calls, emails, and prepared forms, will be communicated through the Fire and EMS Chief, Board President, or designee.

- (c) All draft legislative position correspondence initiated by the Fire and EMS Chief, Board President or designee shall state whether the district is requesting "support", "support if amended", "oppose", or "oppose unless amended" action on the issue and shall include adequate justification for the recommended action.
  - (a) Support – legislation in this area advances the district's goals and priorities.
  - (b) Oppose – legislation in this area could potentially harm, negatively impact or undo positive momentum for the district, or does not advance the district's goals and priorities.
  - (d) The Fire and EMS Chief or Board President may also provide correspondence of concern or interest regarding a legislative issue without taking a formal position on a piece of legislation.
  - (e) When correspondence is sent to a state or federal legislative body, the appropriate federal or state legislators representing the Western Lane Fire and EMS Authority shall be included as a copy or "cc" on the correspondence. The appropriate contacts at the Special Districts Association of Oregon and other local government associations, if applicable, shall be included as a cc on legislative correspondence.
  - (f) A position may be adopted by the Fire and EMS Chief, Board President or designee if any of the following criteria is met:
    - (a) The position is consistent with the adopted Advocacy Priorities;
    - (b) The position is consistent with that of organizations to which the district is a member, such as the Special Districts Association of Oregon; or
    - (c) The position is approved by a committee created by the Board of Directors.
  - (g) All legislative positions adopted via a process outside of a regularly scheduled Board Meeting shall be communicated to the Board of Directors at the next regularly scheduled Board Meeting. When appropriate, the Fire and EMS Chief, Board President or other designee will submit a report (either written or verbal) summarizing activity on legislative measures to the Board of Directors.

## *Legislative Advocacy Policy*

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### **115.4 ADVOCACY PRIORITIES**

#### **Revenue, Finances, and Taxation**

Ensure adequate funding for special districts' safe and reliable core local service delivery. Protect special districts' resources from the shift or diversion of revenues without the consent of the affected districts.

Promote the financial independence of special districts and afford them access to revenue opportunities equal to that of other types of local agencies. Protect and preserve special districts' property tax allocations and local flexibility with revenue and diversify local revenue sources.

Support opportunities that allow the district to compete for its fair share of regional, state, and federal funding, and that maintain funding streams. Opportunities may include competitive grant and funding programs.

Opportunities may also include dedicated funding streams at the regional, state, or federal levels that allow the district to maximize local revenues, offset and leverage capital expenditures, and maintain district goals and standards.

#### **Governance and Accountability**

Enhance special districts' ability to govern as independent, local government bodies in an open and accessible manner. Encourage best practices that avoid burdensome, costly, redundant or one-size-fits-all approaches.

Protect meaningful public participation in local agency formations, dissolutions, and reorganizations, and ensure local services meet the unique needs, priorities, and preferences of each community.

Oppose additional public meeting and records requirements that unnecessarily increase the burden on public resources without effectively fostering public engagement and enhancing accountability of government agencies.

Promote local-level solutions, decision-making, and management concerning service delivery and governance structures while upholding voter control and maintaining district control over local government jurisdictional reorganizations and/or consolidations.

Oppose legislation that weakens the liability protections of special districts and their public officials granted under the Oregon Tort Claims Act or similar federal legislation.

#### **Human Resources and Personnel**

Promote policies related to hiring, management, benefits and retirement that afford flexibility, contain costs, and enhance the ability to recruit and retain highly qualified, career-minded employees to public service. As public agency employers, support policies that foster productive relationships between management and employees.

## *Legislative Advocacy Policy*

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Maintain special districts' ability to exercise local flexibility by minimizing state mandated contract requirements. Oppose any measure that would hinder the ability of special districts to maximize local resources and efficiencies through the use of contracted services.

### **Infrastructure, Innovation, and Investment**

Encourage prudent planning for investment and maintenance of innovative long-term infrastructure. Support the contracting flexibility and fiscal tools and incentives needed to help special districts meet Oregon's changing demands. Promote the efficient, effective, and sustainable delivery of core local services.

Prevent restrictive one-size-fits-all public works requirements that increase costs to taxpayers and reduce local flexibility.

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## Illness and Injury Prevention Program

### 900.1 PURPOSE AND SCOPE

The purpose of this policy is to establish an ongoing and effective plan to reduce the incidence of injury and illness for members of the Western Lane Fire and EMS Authority, in accordance with the requirements of the Oregon Safe Employment Act (OAR 437-001-0001 et seq.).

Although this policy provides the essential guidelines for a plan that reduces injury and illness, it may be supplemented by authority procedures outside the Policy Manual.

This policy supplements but does not supersede any related Authority wide safety efforts.

### 900.2 POLICY

The Western Lane Fire and EMS Authority will adopt an Illness and Injury Prevention Program (IIPP) in order to increase the safety of its members.

### 900.3 ILLNESS AND INJURY PREVENTION PROGRAM PLAN

The Health and Safety Officer (HSO) is responsible for developing an IIPP that shall include:

- (a) Workplace safety and health training programs.
- (b) Safety inspections.
- (c) Informing members of IIPP guidelines.
- (d) Recognizing members who perform safe work practices.
- (e) Member evaluation processes, including member safety performance.
- (f) A system ensuring that all safety and health policies and procedures are clearly communicated and understood by all members.
- (g) A communication system facilitating the continuous flow of safety and health information between supervisors and members. This system shall include:
  1. New member orientation, including a discussion of safety and health policies and procedures.
  2. Regularly scheduled safety meetings.
  3. Regular member review of the IIPP.
- (h) Establishing Division Safety Coordinators and defining their responsibilities.
- (i) Posting or distributing safety information.
- (j) A system for members to anonymously inform management about workplace hazards.
- (k) Availability of forms that address:
  1. Identification, documentation, and correction of hazards, any unsafe condition, or work practice, and actions taken to correct them.

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## Policy Manual

### *Illness and Injury Prevention Program*

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2. Investigations and corrective actions taken regarding individual incidents or accidents.
  3. Training records of each member, including the member's name or other identifier, training dates, type of training, and training providers.
- (l) Establishing a safety and health committee, which will (OAR 437-002-0182; OAR 437-001-0765):
1. Meet monthly.
  2. Prepare a written record of safety committee meetings.
  3. Establish procedures for conducting workplace safety and health inspections.
  4. Conduct quarterly workplace inspections.
  5. Review the results of periodic scheduled inspections.
  6. Review investigations of accidents and exposures.
  7. Make suggestions to command staff for the prevention of future incidents.
  8. Review investigations of alleged hazardous conditions.
  9. Submit recommendations to assist in the evaluation of member safety suggestions.
  10. Assess the effectiveness of efforts made by the Authority to meet the standards of OAR 437-001-0001 et seq.

The HSO must conduct and document a review of the IIPP at least annually.

#### 900.3.1 SAFETY AND HEALTH COMMITTEE

The Western Lane Fire and EMS Authority maintains a safety and health committee to review and evaluate safety and/or health issues that may affect members and to promote safety and health in the work environment (OAR 437-001-0765; OAR 437-002-0182). The safety and health committee should include full-time and volunteer firefighters, as applicable (OAR 437-002-0182). Members of the Western Lane Fire and EMS Authority shall notify the committee of unsafe work practices, equipment, or environments as soon as practicable (OAR 437-002-0182).

Each time the safety and health committee meets, the committee chairperson or the authorized designee shall prepare a written record of the meeting that includes (OAR 437-001-0765):

- (a) The names of all attendees.
- (b) The date of the meeting.
- (c) All safety and health issues discussed at the meeting, including tools, equipment, work environment, and work practice hazards.
- (d) The recommendations for corrective action, if made, and a reasonable date by which to comply with the recommendation.
- (e) The individual responsible for follow-up on any recommended corrective actions.
- (f) All reports, evaluations, and recommendations made by the committee.

## *Illness and Injury Prevention Program*

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### 900.3.2 REVIEW OF SAFETY MANDATES

The IIPP shall also include a process to review compliance with safety mandates. The process should include a review of safety mandates relating to:

- (a) Communicable diseases (see the Communicable Diseases Policy).
- (b) Respiratory protection (see the Respiratory Protection Program Policy).
- (c) Personal protective equipment (see the Personal Protective Equipment Policy).
- (d) Emergency Action Plan and Fire Prevention Plan (see the Emergency Action Plan and Fire Prevention Plan Policy).
- (e) Walking-Working Surfaces (see the Fire Station Living Policy).

### 900.4 DIVISION SAFETY COORDINATORS

Division Safety Coordinator responsibilities include but are not limited to:

- (a) Ensuring member compliance with injury and illness prevention guidelines and answering questions from members about this policy.
- (b) Training, counseling, instructing, or making informal verbal admonishments any time safety performance is deficient. Supervisors may also initiate discipline when it is reasonable and appropriate under the Conduct and Behavior Policy.
- (c) Establishing and maintaining communication with members on health and safety issues. This is essential for an injury-free, productive workplace.
- (d) Completing required forms and reports relating to injury and illness prevention, including notifying the Oregon Occupational Safety and Health Administration (OR-OSHA) as may be required (OAR 437-001-0700). Such forms and reports shall be submitted to the Fire & EMS Chief.
- (e) Notifying the HSO when:
  - 1. New substances, processes, procedures, or equipment that present potential new hazards are introduced into the work environment.
  - 2. New, previously unidentified hazards are recognized.
  - 3. Occupational injuries and illnesses occur.
  - 4. New and/or permanent or intermittent members are hired or reassigned to processes, operations, or tasks for which a hazard evaluation has not been previously conducted.
  - 5. Workplace conditions warrant an inspection.

### 900.5 HAZARDS

All members should report and/or take reasonable steps to correct unsafe or unhealthy work conditions, practices, or procedures in a timely manner. Members should make their reports to a supervisor (as a general rule, their own supervisors).

Supervisors should make reasonable efforts to correct unsafe or unhealthy work conditions in a timely manner, based on the severity of the hazard. These hazards should be corrected when

## *Illness and Injury Prevention Program*

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observed or discovered, when it is reasonable to do so. When a hazard exists that cannot be immediately abated without endangering members or property, supervisors should protect or remove all exposed members from the area or item, except those necessary to correct the existing condition.

Members who are necessary to correct the hazardous condition shall be provided with the necessary protection.

All significant actions taken and the dates they are completed shall be documented on the appropriate form. This form should be forwarded to a Chief Officer via the chain of command.

A Chief Officer will take appropriate action to ensure the IIPP plan addresses potential hazards upon such notification.

### **900.6 INSPECTIONS**

Safety inspections are crucial to a safe work environment. These inspections identify and evaluate workplace hazards and permit mitigation of those hazards. A hazard assessment checklist should be used for documentation and to ensure a thorough assessment of the work environment.

The Division Safety Coordinators shall ensure that the appropriate documentation is completed for each inspection.

### **900.7 RECORDS**

Records relating to injury and illness prevention will be maintained in accordance with the established records retention schedule. Safety and health committee records shall be kept for three years (OAR 437-001-0765).

# Oregon Occupational Safety and Health Administration (OR-OSHA) Inspections

## 901.1 PURPOSE AND SCOPE

This policy establishes guidelines and responsibilities for Western Lane Fire and EMS Authority members to follow in the event that an Oregon Occupational Safety and Health Administration (OR-OSHA) inspector requests access to authority property or work operations.

This policy does not address those inspections requested by the Western Lane Fire and EMS Authority as part of a consultation service by OR-OSHA.

## 901.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority for the Fire & EMS Chief or the authorized designee to designate one or more authority representatives who will be responsible for facilitating an OR-OSHA inspection. An adequate number of representatives shall be designated to accommodate the needs of the OR-OSHA inspector without excessive delays. Designated representatives shall make every reasonable effort to promptly meet with the OR-OSHA inspector once he/she has arrived (ORS 654.067).

Authority members should work cooperatively with any OR-OSHA inspector to provide access to all necessary areas, equipment and records to facilitate a cohesive inspection process. Failure on the part of the Authority to begin the inspection in a timely manner could result in the OR-OSHA inspector obtaining an inspection warrant to enter authority property. This could unnecessarily create an adversarial relationship and should be avoided if at all possible.

## 901.3 PROCEDURE

OR-OSHA inspections may be unannounced (ORS 654.067(2)). Typically inspections occur when there has been a serious accident, serious injury, occupational fatality, when a member has charged that a serious safety violation exists or at a worksite where an imminent danger has been identified.

Upon entering the authority worksite, the inspector will present his/her identification and will ask to meet with the authority representative. There will usually be an initial meeting during which the inspector will:

- Explain the nature and scope of the inspection.
- Request that a member/representative accompany the inspector.
- Ask to review appropriate safety records, plans and documentation.

OR-OSHA inspectors are, by law, permitted to interview members in private, take photographs, conduct tests and collect environmental samples.

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Authority representatives should make reasonable accommodations to provide inspectors access to available members and materials required to complete the inspection. Any statements made to inspectors are admissible in judicial hearings. Questions of a sensitive nature or to which the member is unsure of how to respond may be referred to the person at the Authority who is the subject matter expert on the topic (ORS 654.067(4)).

At the conclusion of the inspection, the OR-OSHA inspector will hold a closing meeting with the authority representative to discuss any alleged safety standard violations and any requirements for abatement.

Any time there is an OR-OSHA inspection, violation and/or citation, the Fire & EMS Chief shall ensure that notifications are made to the authority's Health and Safety Officer, risk manager and legal counsel, and that the Authority conducts an appropriate internal investigation and adequately addresses all OR-OSHA findings.

# Oregon Occupational Safety and Health Administration (OR-OSHA) Notification of Injury or Death

## 902.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the Authority to notify the Oregon Occupational Safety and Health Administration (OR-OSHA) of employment-related injuries or deaths of any authority members (OAR 437-001-0704).

## 902.2 POLICY

The Authority will comply with OR-OSHA reporting requirements in the event of a serious injury or death.

## 902.3 MANDATORY NOTIFICATION

OR-OSHA notification is required in person or by telephone within eight hours after the death of any member or a catastrophe. For purposes of notification, a catastrophe is an incident in which two or more members are fatally injured, or three or more members are admitted to a hospital or medical facility as a result of the same incident (29 CFR 1904.39; OAR 437-001-0704).

OR-OSHA notification is also required within 24 hours of an inpatient hospitalization of one or more members, or an amputation, an avulsion that results in bone loss, or the loss of an eye as a result of a work-related incident (29 CFR 1904.39; OAR 437-001-0704).

# Communicable Diseases

## 903.1 PURPOSE AND SCOPE

This policy provides general guidelines to assist in minimizing the risk of authority members contracting and/or spreading communicable diseases.

### 903.1.1 DEFINITIONS

Definitions related to this policy include:

**Communicable disease** - A human disease caused by microorganisms that are present in and transmissible through human blood, bodily fluid, tissue, or by breathing or coughing. These diseases commonly include but are not limited to hepatitis B virus (HBV), HIV, and tuberculosis.

**Exposure** - When an eye, the mouth, a mucous membrane, or non-intact skin comes into contact with blood or other potentially infectious materials, or when these substances are injected or infused under the skin; when an individual is exposed to a person who has a disease that can be passed through the air by talking, sneezing, or coughing (i.e., tuberculosis), or the individual is in an area that was occupied by such a person. Exposure only includes those instances that occur due to a member's position at the Western Lane Fire and EMS Authority (see the exposure control plan for further details to assist in identifying whether an exposure has occurred).

## 903.2 POLICY

The Western Lane Fire and EMS Authority is committed to providing a safe work environment for its members. Members should be aware that they are ultimately responsible for their own health and safety.

## 903.3 EXPOSURE CONTROL OFFICER

The Health and Safety Officer shall serve as the authority's Exposure Control Officer (ECO). The ECO shall develop an exposure control plan that includes:

- (a) Exposure prevention and decontamination procedures.
- (b) Procedures for when and how to obtain medical attention in the event of an exposure or suspected exposure.
- (c) The provision that authority members will have no-cost access to the appropriate personal protective equipment (PPE) (e.g., gloves, face masks, eye protection, pocket masks) that is appropriate for each member's position and risk of exposure.
- (d) Compliance with all relevant laws or regulations related to communicable diseases, including:
  1. Complying with the Oregon Safe Employment Act (ORS 654.001 et seq.).
  2. Responding to requests and notifications regarding exposures covered under the Ryan White law (42 USC § 300ff-133; 42 USC § 300ff-136).
  3. Engineering and work practice controls, including safer medical devices, such as sharps (OAR 437-002-1030).

## Communicable Diseases

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4. Exposure control plan contents and precautions in 29 CFR 1910.1030, including bloodborne pathogen precautions (OAR 437-002-0360).

The ECO should also act as the liaison with the Oregon Occupational Safety and Health Administration (OR-OSHA) and may request voluntary compliance inspections. The ECO should periodically, at a minimum annually, review and update the exposure control plan and review implementation of the plan.

### 903.4 EXPOSURE PREVENTION AND MITIGATION

#### 903.4.1 GENERAL PRECAUTIONS

All members are expected to use good judgment and follow training and procedures related to mitigating the risks associated with communicable disease. This includes but is not limited to:

- (a) Stocking disposable gloves, antiseptic hand cleanser, CPR masks, or other specialized equipment in the work area or authority vehicle, as applicable.
- (b) Wearing authority-approved disposable gloves when contact with blood, other potentially infectious materials, mucous membranes, and non-intact skin can be reasonably anticipated.
- (c) Washing hands immediately or as soon as feasible after removal of gloves or other PPE.
- (d) Treating all human blood and bodily fluids/tissue as if it is known to be infectious for a communicable disease.
- (e) Using an appropriate barrier device when providing CPR.
- (f) Using a face mask or shield if it is reasonable to anticipate an exposure to an airborne transmissible disease.
- (g) Decontaminating non-disposable equipment (e.g., laryngoscope, firefighting gloves, clothing, portable radio) as soon as possible if the equipment is a potential source of exposure.
  1. Clothing that has been contaminated by blood or other potentially infectious materials shall be removed immediately or as soon as feasible and stored/decontaminated appropriately.
- (h) Handling all sharps and items that cut or puncture (e.g., needles, broken glass, razors, knives) cautiously and using puncture-resistant containers for their storage and/or transportation.
- (i) Avoiding eating, drinking, smoking, applying cosmetics or lip balm, or handling contact lenses where there is a reasonable likelihood of exposure.
- (j) Disposing of biohazardous waste appropriately or labeling biohazardous material properly when it is stored.

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### 903.4.2 IMMUNIZATIONS

Members who could be exposed to HBV due to their positions may receive the HBV vaccine and any routine booster at no cost (29 CFR 1910.1030; OAR 437-002-0360).

Other preventive, no-cost immunizations shall be provided to members who are at risk of contracting a communicable disease if such preventive immunization is available and is medically appropriate. A member shall not be required to be immunized unless such immunization is otherwise required by federal or state law, rule, or regulation (ORS 433.416).

### 903.5 POST-EXPOSURE

#### 903.5.1 INITIAL POST-EXPOSURE STEPS

Members who experience an exposure or suspected exposure shall:

- (a) Begin decontamination procedures immediately (e.g., wash hands and any other skin with soap and water, flush mucous membranes with water).
- (b) Obtain medical attention as appropriate.
- (c) Notify a supervisor as soon as practicable.

#### 903.5.2 REPORTING REQUIREMENTS

The supervisor on-duty shall investigate every exposure that occurs as soon as possible following the incident. The supervisor shall ensure the following information is documented:

- (a) Name of the members exposed
- (b) Date, incident number, and time of the incident
- (c) Location of the incident
- (d) Potentially infectious materials involved and the source of exposure (e.g., identification of the person who may have been the source)
- (e) Work being done during exposure
- (f) How the incident occurred or was caused
- (g) PPE in use at the time of the incident
- (h) Actions taken post-event (e.g., clean-up, notifications)

The supervisor shall advise the member that disclosing the identity and/or infectious status of a source to the public or to anyone who is not involved in the follow-up process is prohibited. The supervisor should complete the incident documentation in conjunction with other reporting requirements that may apply (see the On-Duty Injuries and Illness and Injury Prevention Program policies).

#### 903.5.3 MEDICAL CONSULTATION, EVALUATION, AND TREATMENT

Authority members shall have the opportunity to have a confidential medical evaluation immediately after an exposure and follow-up evaluations as necessary.

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The ECO should request a written opinion/evaluation from the treating medical professional that contains only the following information:

- (a) Whether the member has been informed of the results of the evaluation.
- (b) Whether the member has been notified of any medical conditions resulting from exposure to blood or other potentially infectious materials which require further evaluation or treatment.

No other information should be requested or accepted by the ECO.

### 903.5.4 COUNSELING

The Authority shall provide the member, and his/her family if necessary, the opportunity for counseling and consultation regarding the exposure.

### 903.5.5 SOURCE TESTING

Testing a person for communicable diseases when that person was the source of an exposure should be done when it is desired by the exposed member or when it is otherwise appropriate. Source testing is the responsibility of the ECO. If the ECO is unavailable to seek timely testing of the source, it is the responsibility of the exposed member's supervisor to ensure testing is sought.

Source testing may be achieved by:

- (a) Obtaining consent from the individual.
- (b) Contacting the Oregon Health Authority to seek voluntary consent for source testing for HIV (ORS 433.065).
- (c) Petitioning for a court order to compel source testing for HIV or other communicable disease, as defined by ORS 431A.005, if a good faith effort to obtain voluntary consent is requested from the source person and not obtained (ORS 433.080; ORS 431A.570).
- (d) Performing a blood draw on a patient who is unconscious or otherwise unable to give consent, if an emergency medical services provider receives a needlestick injury during treatment and all of the following apply (ORS 676.551):
  - 1. The patient is not expected to rapidly regain consciousness or the ability to consent.
  - 2. There is no one immediately available to provide consent on behalf of the patient.
  - 3. The emergency medical services provider will benefit from knowing the results of the test.

Test results obtained through option (d) shall not be shared with law enforcement agencies (ORS 676.551).

Since there is the potential for overlap between the different manners in which source testing may occur, the ECO is responsible for coordinating the testing to prevent unnecessary or duplicate testing.

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The ECO should seek the consent of the individual for testing and consult the Authority Attorney to discuss other options when no statute exists for compelling the source of an exposure to undergo testing if he/she refuses.

### **903.6 CONFIDENTIALITY OF REPORTS**

Medical information shall remain in confidential files and shall not be disclosed to anyone without the member's written consent (except as required by law). Test results from persons who may have been the source of an exposure are to be kept confidential as well.

## High-Visibility Safety Vests

### 904.1 PURPOSE AND SCOPE

The purpose of this policy is to describe the guidelines to protect members who may be exposed to hazards presented by passing traffic, construction vehicles and disaster recovery equipment and to comply with applicable safety regulations (Manual on Uniform Traffic Control Devices for Streets and Highways, 23 CFR 655.601; OAR 437-002-0134(7)).

### 904.2 POLICY

It is the policy of the Western Lane Fire and EMS Authority that all personnel shall wear class II high-visibility safety vests in addition to required personal protective equipment (PPE) whenever the emergency scene is located on or near a roadway where firefighters or paramedics are subject to the hazards of moving traffic, construction vehicles or disaster recovery equipment. Members who are working on roadways and are not directly exposed to fire, flame, excessive heat or hazardous materials are expected to wear a high-visibility vest. This includes pump operators, support personnel and command officers. When it is anticipated that the emergency scene will be located on a roadway, high-visibility safety vests should be donned along with other appropriate PPE at the time of dispatch.

High-visibility vests should also be worn any time a member or a supervisor believes increased visibility would improve safety or efficiency.

### 904.3 PROCEDURE

Although the high-visibility safety vests that are currently available are fire resistant, they do not meet the same fire resistant standards set by the National Fire Protection Association (NFPA). Therefore, members who are directly engaged in fire suppression activities on or near roadways should not wear the vest over their PPE. Once the situation is under control, personnel can then don a vest for the remainder of the incident.

Should the need arise, other authority personnel on-scene could easily remove (tear-away) the vest in reaction to unusual circumstances or to render assistance with direct firefighting.

#### 904.3.1 ASSIGNMENT OF HIGH-VISIBILITY SAFETY VESTS

High-visibility vests shall be assigned to members or apparatus as follows:

- (a) Vests will be assigned to each emergency response apparatus for each member.
- (b) Vests will be assigned to each ambulance unit for each member (one additional for a paramedic trainee).
- (c) Two vests will be assigned to each Chief Officer.
- (d) One vest each will be assigned to the Fire & EMS Chief, Assistant Chiefs, Division Chiefs, safety officers, investigators and the Public Information Officer.

## *High-Visibility Safety Vests*

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- (e) One vest will be assigned to each support vehicle used by authority members who may be required to work on or near roadways.

### 904.3.2 STORAGE AND CARE

High-visibility safety vests are part of the standard issue PPE and should be stowed so they are readily available for immediate use. Should cleaning be necessary for routine soiling, follow the manufacturer's care instructions or the guidelines in the Personal Protective Equipment Policy.