



REDMOND FIRE & RESCUE
341 NW DOGWOOD AVENUE
BOARD MEETING AGENDA
January 15, 2025 @ 9:30 a.m.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. AGENDA CHANGES**
- 5. PACKET DOCUMENTS FOR INFORMATION ONLY**
 - a. December 2024 Operations Report
 - b. December 2024 Financial Report
 - c. December 2024 Ambulance Billing Report
 - d. December 2024 Fire & Life Safety Report
- 6. CONSENT AGENDA**
 - a. Meeting Minutes – December 18, 2024
- 7. PUBLIC COMMENTS**
- 8. PUBLIC PRESENTATION**
- 9. REPORTS**
- 10. ACTION ITEMS**
 - a. Resolution No. 2025-01 – HR Manager Diane Cox
A resolution of Redmond Fire & Rescue allowing the destruction of records authorized by Oregon Administrative Rules.
- 11. FIRE CHIEF REPORT**
- 12. NEW BUSINESS**
- 13. OLD BUSINESS**
- 14. BOARD MEMBER COMMENTS**
- 15. BOARD PRESIDENT COMMENTS**
- 16. ADJOURN**

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

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

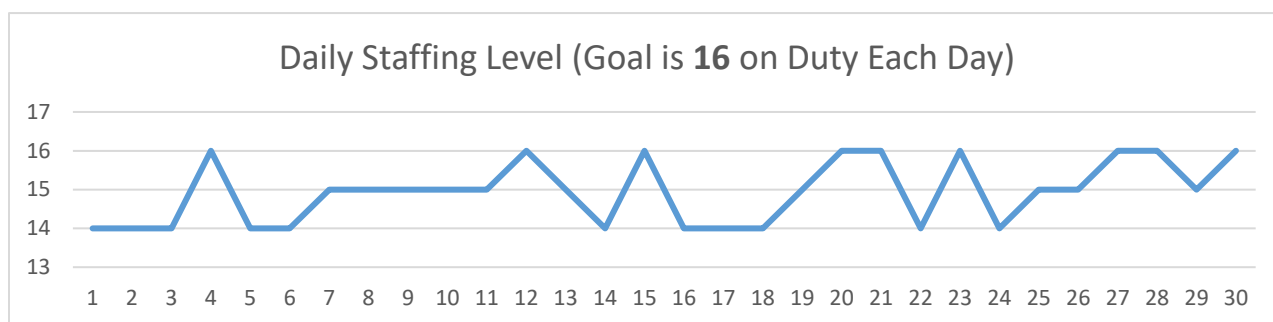


Redmond Fire & Rescue

JANUARY 2025 OPERATIONS REPORT (DECEMBER 2024 INCIDENTS)

Total Calls for Service-629 (Average 20.29/Day)

Station / Apparatus Closure: No Station Closures.



Calls By Station:

- 401-465 (73%)
- 402-36 (6%)
- 403-19 (4%)
- 404-109 (17%)

Mutual/Auto Aid:

- Given: 5 (Crook, Crooked River Ranch, Bend, Black Butte Ranch)
- Received: 0

Transfers: 83 (2.67/day)

Building Fires: 0

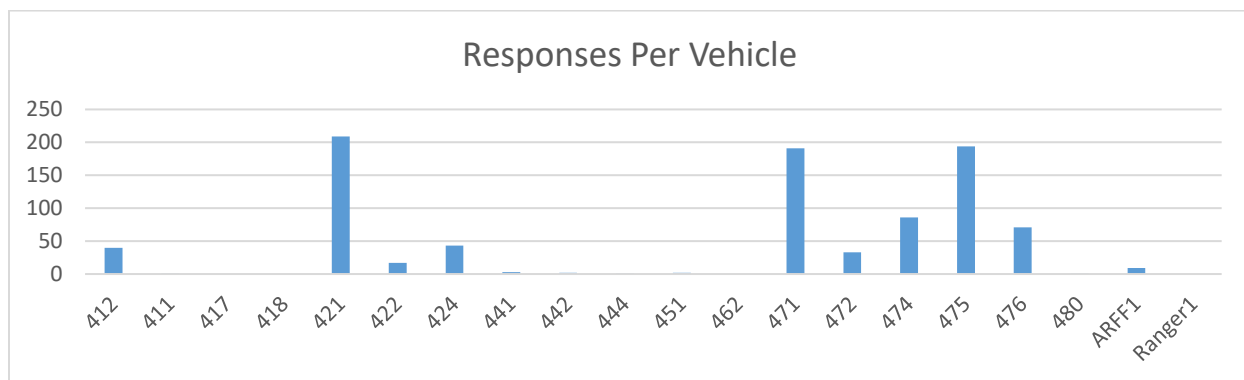


Redmond Fire & Rescue

JANUARY 2025 OPERATIONS REPORT (DECEMBER 2024 INCIDENTS)

Responses to Undeveloped Areas: 10

- EMS Responses: 4
- Passenger Vehicle Fires: 0
- RV/Tent Fire: 1
- Brush Fires: 0
- Unauthorized Burning: 2
- Other: 3



September Response Times (Average)

- Dispatched to Enroute: 1min 45 Seconds
- Dispatched to Scene: 8min 15 Seconds

Fire Apparatus—Still in the queue for being built at Pierce Manufacturing in Wisconsin. In October Chief Terry, Engineer St. John, Engineer Pilcher, and Captain Clark worked through the specification process to finalize the design and layout. We are in the final planning steps. On track for a late July 2025 delivery.

Ambulance—We are in the queue for the next ambulance build with Braun. The expected delivery date is July 2025. Equipment is being ordered for it.



**REDMOND FIRE & RESCUE
FINANCIAL DASHBOARD
DECEMBER 31, 2024
50% OF TOTAL BUDGET**

50%	2024/25 Budget	2024/25 YTD	% of Budget	Prior Year Actual
General Fund				
Revenues				
Property Tax - Permanent Rate	9,313,000	8,567,997	92.0%	8,222,417
Property Tax - Levy	3,898,000	3,586,911	92.0%	1,246,414
Ambulance Revenue	3,159,060	1,706,276	54.0%	1,587,664
Fire Med Membership	35,000	16,788	48.0%	23,858
Contractual Services (Airport)	758,706	414,200	54.6%	358,996
Conflagration	25,000	-	0.0%	28,048
GEMT	375,000	-	0.0%	9,424
Grants	-	75,000	0.0%	-
Assessed Fees	1,000	14,638	1463.8%	-
Interest	155,000	204,793	132.1%	162,092
Other	58,300	176,263	302.3%	108,822
Total YTD Revenue	17,778,066	14,762,866	83.0%	11,747,735
Expenditures				
Administration				
Personnel (includes OT)	1,050,856	474,223	45.1%	332,118
Materials & Services	266,696	166,384	62.4%	249,428
Total Administration	1,317,552	640,607	48.6%	581,546
Fire & Rescue Operations				
Personnel (includes OT)	12,213,852	5,470,518	44.8%	4,386,784
Overtime - Suppression	704,854	508,472	72.1%	319,609
Overtime - Conflagration	25,000	-	0.0%	9,033
Materials & Services	559,550	153,577	27.4%	74,760
Total Fire & Rescue Ops	12,773,402	5,624,095	44.0%	4,461,544
Fire & Rescue Training				
Personnel (includes OT)	248,923	119,109	47.8%	95,206
Materials & Services	158,750	89,455	56.3%	44,958
Total Fire & Rescue Training	407,673	208,565	51.2%	140,164
EMS Operations				
Personnel (includes OT)	884,820	519,960	58.8%	397,786
Overtime - EMS	142,013	102,477	72.2%	64,202
Materials & Services	462,811	143,197	30.9%	257,425
Total EMS	1,347,631	663,156	49.2%	655,211
Fire & Life Safety				
Personnel (includes OT)	349,644	168,693	48.2%	102,435
Materials & Services	45,310	12,066	26.6%	11,100
Total Fire & Life Safety	394,954	180,759	45.8%	113,535
Facilities, Vehicles & Equipment	1,008,854	493,835	49.0%	371,288
Debt Service	528,000	260,830	49.4%	250,625
Transfers Out - To Capital Projects	251,593	-	0.0%	-
Total YTD Expenditures	18,029,659	8,071,846	44.8%	6,573,913
Net Revenue Over Expenditures	(251,593)	6,691,020	-	5,173,822
Beginning Fund Balance	5,470,527	7,362,904	134.6%	6,135,923



REDMOND FIRE & RESCUE
FINANCIAL DASHBOARD
DECEMBER 31, 2024
50% OF TOTAL BUDGET

50%	2024/25 Budget	2024/25 YTD Actual	% of Budget	Prior Year Actual
Capital Projects Fund				
Revenues				
Bond/Note Sale	-	-	0.0%	-
Grants	-	-	0.0%	-
Sale of Property	-	-	0.0%	-
Other	-	-	0.0%	-
Transfers In - From General Fund	251,593	-	0.0%	-
Total YTD Revenue	251,593	-	0.0%	-
Expenditures				
Capital Outlay	600,000	213,780	35.6%	32,144
Total YTD Expenditures	600,000	213,780	35.6%	32,144
Net Revenue Over Expenditures	(348,407)	(213,780)	-	(32,144)
Beginning Fund Balance	1,148,407	1,176,827	102.5%	1,254,375
MERRC Fund				
Revenues				
MERRC Fee	-	-	0.0%	-
Total YTD Revenue	-	-	0.0%	-
Expenditures				
Capital Outlay	-	-	0.0%	-
Total YTD Expenditures	-	-	0.0%	-
Net Revenue Over Expenditures	-	-	-	-
Beginning Fund Balance	63,938	116,776	0.0%	75,512



REDMOND FIRE & RESCUE
FINANCIAL DASHBOARD
DECEMBER 31, 2024
50% OF TOTAL BUDGET

Personnel Costs - December

	Salary	OT	Medical	PERS
2024	\$ 597,258	\$ 95,694	\$ 126,960	\$ 209,404
2023	\$ 484,480	\$ 57,289	\$ 94,576	\$ 165,716

Cash Balances - December

	Total Cash		By Fund	
	2024	2023	Fund	2023
LGIP (4.85%/5.00%)	14,466,352	11,636,791	General	11,173,208
FIB - General	304,631	397,706	Capital Projects	870,289
FIB - Donation	11,221	9,000	MERRC	-
Total	\$ 14,782,203	\$ 12,043,497		\$12,043,497

Board Required Signature Checks - December

Payee	Amount	Description
Braun Northwest, Inc.	77,180.20	Ambulance repair
City of Redmond	32,632.88	Vehicle maintenance
HRA VEBA Trust	22,208.12	VEBA contributions
SDIS	130,881.51	Medical insurance premiums
US Bank	58,997.49	Terrebonne station debt payment



Redmond Fire & Rescue Ambulance Billing Report December 2024

HealthEMS RevNet

December Charges	(Net)	\$	355,292.82
December Payments		\$	230,485.21
December Write-Offs		\$	19,203.18
Collections	\$	14,607.29	(26 claims)
FireMed	\$	4,595.89	(10 claims)

YTD Accounts Receivable (12/31/2024) \$ 470,069.39
Billed through 12/26/2024 as of 12/31/2024

FireMed Statistics

	November	YTD
FireMed Member Payments	\$ 3,050.00	\$ 19,035.83
Donations	\$ -	\$ 210.00
Patient Account Write-Offs	\$ (5,096.38)	\$ (12,877.57)
Life Flight Management Fee	\$ (762.50)	\$ (4,758.96)
FireMed Revenue	\$ (2,808.88)	\$ 1,609.30

YTD is fiscal year July 1, 2024 - June 30, 2025



Redmond Fire & Rescue

Fire & Life Safety Division Report

December 2024

Plan Reviews-39

Fire Inspections- 36

Permits Issued-3

2024 Year in Review

Fire Inspections- 878

Plan Reviews-178

Social Media Posts-400

Fire Investigations-27

Community Engagement-51 events (Station tours, engine visits, community events)

Notable Projects

- **Cliffside Homes- SW 25th Pl and SW Yew Ave. Habitat for Humanity**
- **Holiday Inn Express- 4 story, 96 room hotel SW 21st St next to Hampton Inn**
- **Redmond Airport Expansion-81,136 sq foot addition.**

Estimated MERRC Funds to collect if owners elect this option.

\$61,683.00

Total Fees Invoiced in December:

\$2,070.00 Plan review

REDMOND FIRE & RESCUE
BOARD MEETING MINUTES
December 18, 2024

BOARD PRESENT: President Gary Ollerenshaw, Secretary/Treasurer John Blanton, and Member Earl Fisher.

STAFF PRESENT: Fire Chief Ryan Herrera, Deputy Chief Dustin Miller, Human Resources Manager Diane Cox, Chief Financial Officer Jodi Burch, Fire Marshal Tom Mooney, Battalion Chief Ken Brown, Engineer Brett Hulstrom, EMT Grant Caudel, Fire Inspector Christa Deckrow, and Confidential Administrative Specialist Jessica Jackson.

STAFF ABSENT: None

PUBLIC PRESENT: None

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

ROLL CALL: Vice President Jessica Meyer and Member Amanda Joe Luelling absent.

AGENDA CHANGES: None

PACKET DOCUMENTS FOR INFORMATION:

CONSENT AGENDA:

1. Meeting Minutes – November 20, 2024

Board Member Fisher made a motion to approve the Consent Agenda as presented. The motion was seconded by Board Member Blanton and approved by a unanimous vote of the present members.

PUBLIC COMMENTS: None

PUBLIC PRESENTATION: None

REPORTS: None

ACTION ITEMS:

1. Resolution No. 2024-05: A Resolution of Redmond Fire & Rescue Adopting Supplemental Budget #1 and Establishing Appropriations.
CFO Burch presented the board with a budget adjustment that was necessary due to the completion of contract negotiations which were ongoing when the budget was adopted. She walked the board through the changes noting a net zero change to the overall budget. CFO Burch then fielded questions from the board regarding the initial budget and this adjustment. She also advised the board that once the audit report is received a second supplemental budget adjustment would be brought forward for their approval.

Board Member Blanton made a motion to approve Resolution No. 2024-05. The motion was seconded by Board Member Fisher and approved by a unanimous vote of the present members.

FIRE CHIEF COMMENTS:

Chief Herrera gave the Board a report on the following topics:

1. Lexipol

The designated committee has started working through the first stack of policies.

Following his update, Chief Herrera fielded questions from the board on the scope of work and costs associated with Lexipol.

2. AFG Grant

Chief Herrera thanked the individuals working on the application for the grant. He informed the board that the deadline was fast approaching but the application would be submitted in time. He further explained that the focus of the request would be funding to purchase EMS equipment.

Member Fisher asked Chief Herrera for an update on the strategic plan. Chief Herrera gave an update on the recent stakeholder meeting. The group reevaluated the plan and made some changes to the timelines and the individuals some tasks were assigned to. The group will continue to meet at regular intervals to make sure we are progressing. Member Fisher commented that things that need to be changed should be, he just doesn't want to see it forgotten. He then asked for the board to get updates frequently.

Member Blanton called attention to the staffing graph within the OPS Report, noting that it appears the department only hit the goal of 16 crew members a few days during the month. He asked how soon the new hires will be on the line. Deputy Chief Miller and Chief Herrera explained that they graduate from their academy on 1/3/25 and then will go through an FTO process noting that staffing numbers should see some relief in spring. Following their explanation, a brief discussion on staffing levels was held.

NEW BUSINESS: None

OLD BUSINESS:

President Ollerenshaw reminded the board that this is an election year for 3 members stating he is planning to run for re-election, and he is assuming others will as well.

President Ollerenshaw also reminded the board that officer rotation will happen on 7/1/25.

BOARD MEMBER COMMENTS:

Member Fisher wished everyone a Merry Christmas and a Happy New Year.

Member Blanton echoed a Merry Christmas wishing everyone the best. He also commented on his that he appreciates the thank you card in the packet noting it reflects the great service the line does every day.

BOARD PRESIDENT COMMENTS:

President Ollerenshaw wished everyone Happy Holidays, saying to stay safe and enjoy the holidays.

President Ollerenshaw brought up the delivery of the new engines next summer, asking if the District is planning a community day around the delivery or had plans to do a push-in. A brief discussion was held around the delivery and the need to do some public education around the time of delivery.

ADJOURN: Being no further business, Board Member Fisher moved to adjourn. The motion was seconded by Board Member Blanton and was approved by unanimous vote. The meeting was adjourned at 9:51 am.

Approved:

	January 15, 2025
Gary Ollerenshaw, President	Date

	January 15, 2025
John Blanton, Secretary/Treasurer	Date

Attest:

	January 15, 2025
Jessica Jackson, Confidential Administrative Specialist	Date

**REDMOND FIRE & RESCUE
RESOLUTION NO. 2025-01**

**A RESOLUTION OF REDMOND FIRE & RESCUE ALLOWING THE DESTRUCTION
OF RECORDS AUTHORIZED BY OREGON ADMINISTRATIVE RULES**

WHEREAS, the District's records have been retained beyond the periods set forth in the Oregon Administrative Rules and are ready for destruction. Items may be disposed of after January 1, 2025.

NOW, THEREFORE, be it resolved the Redmond Fire & Rescue Board has voted during a regular Board Meeting to allow the destruction of records.

The above resolution statements are **ADOPTED** by the District Board and **SIGNED** by the Board President this 15th day of January, 2025.

Gary Ollerenshaw, Board President

ATTEST:

Diane Cox, District Recorder