



Spring 2016

The COMMUNIQUÉ

*A Publication of the
Oregon Fire District
Directors Association*

Inside This Edition:

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- ◆ SDIS Health & Dental Programs
- ◆ The Budget Process in Four Simple Steps
- ◆ Fire Service Loses Two Champions
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A Publication of the Oregon Fire District Directors Association

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Spring 2016

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Mission Statement

To serve and strengthen through the provision and coordination of timely information, education, and legislation.

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OFDDA President's Message

By Dennis D. Rogers
OFDDA President



In the last Communiqué I talked to you briefly about building bridges, the importance of working together in support and encouragement to have a strong organization.

This time I would like to use another analogy in building a major highway or road. Before anything ever starts there first must be a vision of where the road should be. Followed by a "P" line survey, which is actually going out and establishing a preliminary line where the road is actually going to be constructed. From that "P" line all other surveying is done from that point of reference until a set of plans is finalized and then given to a contractor to build the road. These plans will include cuts & fills; bridges, culverts and drainage as well as details for final sub-grade, rock and pavement, plus signage and on it goes.

Many times in today's fire service, we find ourselves blazing new trails (P Lines) in our day to day operations, striving to meet new standards, requirements imposed for both the safety of our people as well as the people we serve. We may get a new guideline or rule to develop a set of sop's or training schedules to comply with the new regulations. In other words a new set of plans to either train staff or the people we serve, keeping everyone safe within our service area. (The road)

Following this year's short legislative session, we in the fire service didn't see any major rule or law changes which we are thankful for, so our plans should stay fairly consistent for the time being. We can give thanks to our Executive Director and her staff along with the cooperative support like minded associations working together for the best interests of our collective associations. I tip my hat for the strong team effort put forth during this year's legislative session.

SDIS Health and Dental Program

*Special Districts Insurance Services
Administered by Special Districts Association of Oregon*

Members of Special Districts Association of Oregon have exclusive access to Special Districts Insurance Services (SDIS) insurance programs. SDIS program participants are owners of a program that strives to provide reasonable, stable rates and broad coverage to Oregon public entities.

In 2014, SDIS introduced the self-insured model into its health and dental program. In this short time, we have been able to expand coverage and offer generous wellness benefits while experiencing low loss ratios. The success of our program has enabled us to re-invest all surplus revenues to continue our goal of further stabilizing rates and enhancing services. It has also allowed us to offer only a minor overall rate increase for this year's renewal while maintaining the level of coverage and service special district members come to expect. Members in the program, as a whole, will see an average 2 percent rate increase for the 2016-17 renewal period. This small increase is a reflection of the stability and strength of the SDIS program.

Renewal quotes have been sent to current members. If your district does not have health and/or dental coverage with SDIS, request a quote today. Our program could save your district money while possibly increasing your level of benefits.

You can receive a quote by contacting The Partners Group at 503-608-3228.



2016 Oregon
Fire Service
Conference

The Legal Beagle: The Budget Process in 4 Simple Steps

Lauren Sommers and Ken Jones
Local Government Law Group

It's hard to believe that it's already spring and budget season is in full swing.

If you haven't already done so, the first step in the budget process is to appoint a budget officer. Typically the budget officer is the chief executive officer (i.e. the Fire Chief), but your finance officer or even your attorney may function as the budget officer.

Step two is to review the composition of your Budget Committee. Your Budget Committee consists of the members of your governing body and an equal number of appointed electors. The appointed members of the Budget Committee may not be officers, agents, volunteers or employees of your district. If for some reason you cannot find enough electors for the Budget Committee, you may still proceed with the budget process. Just make sure that your minutes reflect the efforts you made to recruit citizen members. Regardless of number, you still need a majority of the members to approve the budget to move forward for the hearing.

Your third step is to make a copy of your proposed budget available for public review immediately after the budget officer releases it to the Budget Committee. Your budget officer must publish notice of the first budget committee meeting (where the proposed budget and budget message will be provided) and a later notice of the budget hearing held by your governing body.

Both the notice of your first budget committee meeting and the notice of your budget hearing can be published in one of four ways. The most common method of publication is to publish the notice in a newspaper of general circulation, at least 5 and not more than 30 days prior to the budget meeting or hearing. If you chose to publish in the paper, the notice of the *budget committee meeting must be published twice*. Notice of the *budget hearing* only needs to be published once. If your district is located in Washington County, you must also send budget information to the County.

The notice of your budget hearing must include a summary of the budget approved by the Budget Committee. This financial information contains the budget approved by the Budget Committee and includes the current year's budget, and the proceeding year's actual resources and expenditures. The Oregon Department of Revenue provides forms you can use to develop and publish your budget: <http://www.oregon.gov/DOR/forms/Pages/default.aspx>.

The fourth step is to adopt the budget. Remember, your governing body can make changes to the Budget Committee's recommended budget. New information introduced at the budget hearing should be carefully considered prior to budget adoption. If a proposed change to the budget includes an increase in taxes or more than 10 percent increase in a fund, additional notice is required. Changes to the budget after adoption also generally require action by the governing body and sometimes require additional publications and public hearings. For this reason, all available information should be collected and considered during the budget process.

Your budget must be finally adopted on or before June 30 and filed by July 15.

Finally, in thinking about your budget, consider which projects and purchases are planned for this upcoming year. Not only will this process assist you in projecting your district's expenditures and revenues, this level of planning will also allow you to provide the required notice of planned improvements to the Bureau of Labor and Industries (BOLI). State law requires that at least 30 days prior to budget adoption, your district must submit to BOLI a "WH-118 form," listing each public improvement your district plans to fund in the upcoming budget period. For example, if you are planning to budget and use district funds to build a new station in the next year, you must file a form WH-118 with BOLI at least 30 days before your budget is adopted. Form WH-118 is available on BOLI's website at <http://www.oregon.gov/boli/WHD/PWR/docs/wh118.pdf>.



(Continued on page 7)

Oregon Fire Service Loses Two Champions

The Oregon Fire Service lost two long-time supporters recently.

2012 OFDDA President and community activist Bob Reeves died December 27. Bob was a resident of Welches, Oregon, and served as board member for Hoodland Fire District.



Bob attended school in Milwaukie and after serving in the Navy, he joined a Fire Department in California. After serving as the first Fire Marshal of Fremont, California, Bob and his family moved back to Oregon in 1977 and settled in Milwaukie. In 2002, Bob and his wife Karen moved to Welches from west Clackamas County.

In addition to serving on the board of the Mt. Hood Area Chamber of Commerce, Bob served on the Villages of Mt. Hood Board of Directors since 2006. He spent nearly five years of his tenure as chairman.

Bob was very active in his community and local politics and is credited with the establishment of the Mt. Hood Express bus service from Sandy to Government Camp. He also helped collect grants to start the service and eventually aided in expansion to its current status.

Bob served on the Hoodland Fire District Board of Directors for 10 years. During this time, he held each position on the Board at least once and served as board chairman three different times. He was a driving force behind expanding fire services in Government Camp and was a constant supporter, mentor and mediator for staff and volunteers at Hoodland Fire.

A Celebration of Life was held on Sunday, January 24, 2016, in Welches and was attended by state legislators and a number of state and local elected officials.

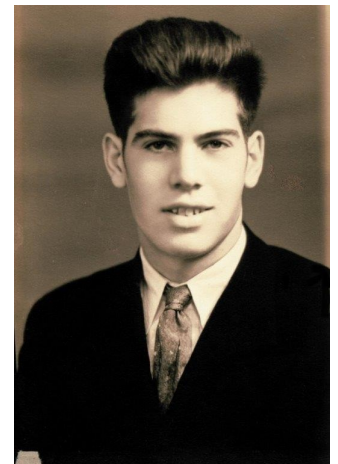
A memorial service was held on March 23 at the Lebanon Veteran's Home Community Center to celebrate the life of former OFDDA President Lloyd Miller. Lloyd was a member of the Scio Rural Fire Protection District and served as a volunteer firefighter, a district board member and president of the Oregon Fire District Directors Association (1959). He retired from the fire district holding the position of assistant fire chief at the Crabtree Station.

Lloyd was born in Crabtree the son of Archie and Ethel Bilyeu-Miller. He attended schools in the area and graduated from Lebanon High School. He entered the U.S. Navy in 1942, doing his boot camp at the Farragut Naval Station in Idaho before going overseas on tour duty in the Southwest Pacific. He served with a Naval Transportation Unit where he received the World War II Victory Medal, Pacific Area Campaign Medal and American Area Campaign Medal.

Upon returning from the service he went to work at Lebanon Champion Plywood where he worked for 44 years. It was while working there he met his future wife, Agnes Pesek, who he married on June 28, 1947. Their first home was a house they built in Crabtree in 1949. There they raised their two daughters and a son.

Lloyd and Agnes enjoyed dancing on a regular basis at the Elks Lodge and ZCBJ Lodge in Scio. Lloyd enjoyed the outdoors hunting, fishing and riding horses.

Lloyd was preceded in death his wife, Agnes; father, Archie; mother, Ethel; brother, Herbert; and sister, Ailene" Gabby" Fallesen. He is survived by his daughter Ilean Cox- Rouse, daughter Sharon Wilson, son Duane , sister Geraldine Dukes, 9 grandchildren, 14 great-grandchildren, and many nieces and nephews.



In lieu of flowers contributions in his memory may be made to the Crabtree Fire Department, Lebanon Veteran's Home or your favorite charity.

OVFA's 58th Annual Training Conference—June 15-18

The Oregon Volunteer Firefighters Association's 58th Annual Training Conference will be co-hosted by Lebanon Fire, Scio Fire, and Jefferson Fire, June 15-18 in Lebanon. Scholarship opportunities are available. This year's training program includes a variety of classes over the four days:

- | | |
|-----------------------------|------------------------------------|
| Alternative Fuels | High Angle Rope Rescue |
| Swift Water Rescue | Traffic Incident Management |
| Chiefs Toolbox #5, Finances | Basic Fire Investigation |
| Vehicle Extrication | Farm Rescue/Heavy Equipment Rescue |
| Incident Safety Officer | Recruitment & Retention |
| Hazmat Incident Commander | Wildland S330 |



Registration is available for one, two, three or four days of conference. Visit the OVFA website at www.ovfa.org for the full brochure with class descriptions, registration forms, scholarship application, Firefighter of the Year nomination form, Lifetime Achievement nomination form, and lodging information.

OVFA Training Conferences are not just about the volunteer firefighters; we encourage attendees to bring family members to enjoy attractions in the area, including the Wednesday Trap Shoot and welcome BBQ, the vendor night with silent auction on Thursday, and the awards banquet on Friday night.

Attention All Firefighters

BECOME A RED KNIGHT

HERE IS AN OPEN INVITATION TO
THOSE OF YOU WHO OWN OR HAVE ACCESS TO A MOTORCYCLE
TO JOIN ONE OF THE MOST ELITE FIREFIGHTERS CLUBS
IN NORTH AMERICA SINCE 1983

For more information, contact Bill Snodgrass Executive Secretary
Red Knights International Firefighters Motorcycle Club, Inc. 1677 Jackson Rd.
Columbus, OH 43223 secretary@redknightsmc.com | visit our web site at: WWW.REDKNIGHTSMC.COM

"Loyal to Our Duty"

Interested in submitting an article or advertising in The Communiqué?

Contact the OFDDA office at info@ofdda.com or 1-800-223-9708.

Save The Dates—Upcoming Oregon Fire Service Events

Dates	Event	Location	Add'l Info
April 7-8	Oregon Fire Service Office Administrators Workshop	Tualatin Valley Fire & Rescue	ofsoa.com
May 5-6	NW Fire & Rescue Expo	Portland Expo Center	northwestfirerescue.com
May 11-13	Oregon Fire Chiefs Assn Conference	Eagle Crest Resort	ofca.org
June 15-18	Oregon Volunteer Firefighters Association Conference	Lebanon	ovfa.org
October 19-21	Oregon Fire Service Office Administrators Conference	Ashland	ofsoa.com (coming soon)
October 27-29	Oregon Fire Service Conference hosted by Oregon Fire District Directors Assn	The Riverhouse (Bend)	ofdda.com (coming soon)

FEMA to Open Fire Prevention & Safety Grant Application

The FEMA Assistance to Firefighters Grant Program has announced that Fire Prevention and Safety Grants will open on Monday, April 04, 2016 at 8:00 AM EST and will close on Friday, May 06, 2016 at 5:00 PM EST.

The Fire Prevention and Safety (FP&S) Grants are part of the Assistance to Firefighters Grants (AFG) and support projects that enhance the safety of the public and firefighters from fire and related hazards. The primary goal is to reduce injury and prevent death among high-risk populations. In 2005, Congress reauthorized funding for FP&S and expanded the eligible uses of funds to include Firefighter Safety Research and Development.

More information on FP&S Grants can be found online at <http://www.fema.gov/fire-prevention-safety-grants>

For more information on the please go to <https://www.fema.gov/media-library/assets/documents/114872>

Legal Beagle (cont'd)

(Continued from page 4)

As always, if you encounter any legal issues through your budget adoption cycle (or if you learn of information or receive additional revenue requiring a change in your adopted budget) please contact your legal counsel as early as possible. An ounce of prevention is worth a pound of cure. It is much more cost effective and efficient to consult with your legal counsel *before* a problem develops.

Note: This update is informational only and is not intended as legal advice. If you have questions about any of the information in this update, please contact your legal counsel.

The Bereavement Uniform Program

"Taking care of those who took care of us."

Four years ago, the Lighthouse Uniform Company introduced the Bereavement Uniform Program (BUP) to America's Fire Service. The intent of the program is to make available a dress uniform for burial purposes for any family wanting one at no cost to the family. The goal of the BUP is to change the collective consciousness of the fire service community regarding who is entitled to a dress uniformed funeral from some to all and provide a way to make it happen.

Lighthouse Uniform Company needs your help to get the word out about the BUP. Lighthouse has developed a video and a manual that provide information about introducing the BUP to your district or department. The video can be accessed on YouTube. The manual, entitled *Don't Make Them Ask*, is available by emailing Lighthouse Uniform Company President Steve Cohen at steve@lighthouseuniform.com.

Please consider taking a moment to request a free copy of the BUP manual. It might be the most important thing you do today.



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