

# Illinois Valley Fire District

Board of Director - Regular Meeting Agenda

This meeting may be recorded

September 11, 2023

1. Call meeting to order (silence phones)
2. Flag Salute (remove hats)
3. Roll Call
4. Review of August 14, 2023 minutes
5. Staff Reports
  - Fire Chief Holmes
  - Deputy Chief Gavlik
  - Deputy Chief Ismaili
  - Div. Chief Sherman
6. New Business:
  - Annexations:
    - Kim Oitto of 281 Blas Cerdena 5.01 acres for a total of 5.01 acres
    - Lenard & Natalie Greenwood of 8843 Deer Creek 13.59 acres for a total of 18.59 acres
    - Jacob Felton of 500 Greenview .74 acres for a total of 5.74 acre3s
    - Robert Wright & Lisa Witt-Widner of 20832 Redwood Hwy. 1.93 acres for a total of 6.93 acres
  - Resolutions: 23-09 Cost Recovery Update
  - Ethan Lane – City of Cave Junction Liaison
  - Director Johnson: Approval for OFDDA conference expenses
7. Old Business:
8. Monthly Media Video
9. Comments:
  - Public Comment *(This is the time set for public comment. The Board of Commissioners will listen and consider all comments for future agenda items. In accordance with HB2560, Public Participation in Electronic Meetings, Facebook Live viewers are invited to submit comments or questions via Facebook and they will be addressed at this time. No voting or action will be taken by the Board of Commissioners today.)*
  - Board Comment
10. Next scheduled BOD Meeting is October 9, 2023 at 4:00 pm. at Admin Bldg.
11. Adjournment

*(The meeting location is accessible to persons with disabilities. Comments and/or Concerns must be submitted in writing. The Board reserves the right to hold an executive session at this meeting under the authority of ORS 192.660.)*

*Please turn off all Cell phones during this Business Meeting - Thank you*

**Illinois Valley Fire District Administration Office - 681 Caves Hwy. - Cave Junction - OR 97523**



# Illinois Valley Fire District

681 Caves Highway  
Cave Junction, OR 97523

phone: 541-592-2225 • fax: 541-592-6122

www.ivfire.com

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## Illinois Valley Fire District Board of Directors Meeting Minutes September 11, 2023

President Richard Bouchard called the meeting to order at 4pm. Director Bouchard opened the meeting with a moment of silence in remembrance of 9/11, followed by the Flag Salute.

**PRESENT:** Chief Holmes, Dep. Chief Ismaili, Dep. Chief Gavlik, Div. Chief Paul, Div. Chief Sherman, Paula LeMasters, FF Hartman, FF LeMasters, FF Vetter, FF Hartman, FF Mitchell, and Lt. Goo; **VOLUNTEERS:** Steve Corwin, Charlie Foutch, Q Lackey

**GUESTS:** Donamuree Holmes, Danita Myers, Simon Hare, and Ethan Lane

**ROLL CALL:** Directors Darnell, Binker, Bouchard, Lamb, and Johnson were present.

**REVIEW OF PREVIOUS MEETING MINUTES:** Motion made by Director Jerry Lamb to accept the August 14, 2023 minutes as submitted; and seconded by Director Michelle Binker. Motion passed, unanimous.

### STAFF REPORTS

#### CHIEF HOLMES:

- **New Items:**
  - Very busy with the Smith River North Complex
- **Training:**
  - Syncope and IV Phenergan administration - AMR
- **Fire Defense Board Items:**
  - Smith River North Complex
- **OSFM – Blue Team**
  - Blue Team was assigned to the Smith River Complex (See Executive Summary)
- **New Meetings Attended:**
  - Working with Business Oregon in regard to the Lottery Direct Legislative Award for the Illinois Valley Fire District: Water and Sewer Line \$984,500. (see letter)
- **On-Going and Informative Meetings:**
  - Attended the Oregon Fire Chief Association meeting (On-Going/online)
  - Attended the Rogue Valley Fire Chief's Association Meeting (In-Person)
  - Attended the Cave Junction City Council Meeting (online)
  - Attended the Cave Junction Chamber of Commerce Meeting (online)
  - Attended the Rogue River Fire District Board of Directors Meeting (online)
  - Attended the IVFROG Meeting (In-Person)
  - Attended the Applegate Fire District BOD meeting (Online)
  - Attended the Fire Standards Meeting (Online)
  - Attending the Josephine County Commissioner's Weekly Meetings (Online)

#### **DEP. CHIEF GAVLIK:**

- Training building doors and window frames arrived, light post conduit trenching is in, and conduit supplies purchased. Preparing concrete forms and rebar for the light posts this week.
- Radios are being reprogrammed with the latest updates from the Rogue Valley two-county frequency list as well as our repeated tactical channel and Bolan Repeater.
- Rural Metro Fire is trying to gear up into doing more water rescue training and has offered for our SRT personnel to join them.
- Our Explorers have had an opportunity to interact with Mercy Flights' Explorers and we will be planning a joint training or competition for the fall after the end of fire season.
- The Labor Day Festival was busy with the pancake breakfast, prevention booth, and parade. Thank you to the Volunteers, Staff, and Explorers that helped make this event a success.
- Training classes this month will cover Pediatric Respiratory Emergencies, Ladder Drills, Hose Handling/Fire Streams, and a Vehicle Extrication Technician class.

#### **DEP. CHIEF ISMAILI:**

- For the month of August, we had a total of 119 calls: 33 public assist calls, 40 medical calls, 17 open burn/smoke investigation calls – multiple warnings and citations issued, 1 small vehicle fire, 6 grass fires, 1 structure fire, 15 motor vehicle accidents with no civilian fatalities and no firefighter injuries, and 6 mutual-aid assists for structure and grass fires.
- Completed 5 fire and life safety inspections last month
- Attended the IVFROG and IAAI meetings.
- Solar panels replaced on Bolan Peak for our repeater system.
- Picked up the Fire Safety Trailer for the Labor Day Festival.
- ISO documentation is finalized and we are waiting for the results of their inspection.
- The Smith River Complex kept us plenty busy during the last half of August and into September – meeting with teams, providing apparatus and personnel, housing firefighters, and being an integral part of the fire management team.

#### **DIV. CHIEF SHERMAN:**

- Logistics, vehicle and station maintenance report was provided, plus expanded on verbally; including the new flooring in the Admin conference room.
- The Labor Day Festival was well attended.

**ADMINISTRATOR PAUL:** no report, financials provided.

#### **NEW BUSINESS:**

- Recommend four annexations request as follows:
  - Kim Oitto of 281 Blas Cerdana Dr, Cave Junction, 5.01 acres
  - Leonard and Natalie Greenwood of 8843 Deer Creek Rd., Selma, 13.59 acres for a total of 18.59 acres
  - Jacob Felton Trust, 500 Greenview, Cave Junction, 0.74 acres for a total of 5.74 acres
  - Robert Wright & Lisa Witt-Widner of 20832 Redwood Hwy, Selma, 1.93 acres for a total of 6.93 acres

Motion made by Director Cheryl Johnson to approve the annexation requests, seconded by Director Michelle Binker. All in favor, motion passed unanimously.

- Resolution 23-09: Update Cost Recovery Fee policy – Updated costs and fees, effective 9/11/23.

Motion to approve Resolution 23-09 to update the cost recovery fee policy made by Director Cheryl Johnson, seconded by Director Jerry Lamb. All in favor, motion passed.

- Ethan Lane, City of Cave Junction Liaison: Thank you to Chief Holmes and IVFD for their great work during the Smith River Complex Fire. Still no update on the status of the Junction Inn.
- Director Johnson asked for board approval to attend the OFDDA Fire Service Conference in Seaside, OR, to be held November 1-4, 2023. The costs will be \$350 registration, one night hotel, plus mileage (if needed)

Motion to approve made by Director David Darnell and seconded by Director Michelle Binker. All in favor, motion passed.

**OLD BUSINESS: (none)**

**VIDEO:** The video was a terrific review of August/early September.

**PUBLIC COMMENT: (none)**

- Chief Holmes will be sure that IVFD will be sending a formal thank you to all of the agencies that are listed in the OSFM Blue Team Report. He also thanked all of the crews for keeping everything covered in the valley during the Smith River Complex. A special thank you to Ethan and Ineke Lane and Grocery Outlet for water (who also paid for the deposit on the bottles), as well as the donations from the community during the fire. Oregon Fire Life made a number of donations, including to IVFD, ODOT, Fire Camp, and many others. Pacific Power will be donating a pallet of water and Gatorade to IVFD.

**BOARD COMMENT:**

- Director Johnson expressed her thanks to everyone that participated in or supported the Labor Day festival pancake breakfast and IVFD booth. A special thanks to the IVFD Explorers for all of their hard work – especially with the Fire Safety House. Special kudos to Explorer leader Amy Beck for her recruitment strategy of talking with parents and then having an Explorer talk with the prospective member. Well done! Director Johnson also offered her thanks and gratitude to ALL of the fire crews that have been in and around O'Brien, supporting property owners during the Smith River Complex fire.
- Director Richard Bouchard thanked the Explorers for all of their work, and for marching in the parade, and then being at the booth all day. They are our future firefighters.

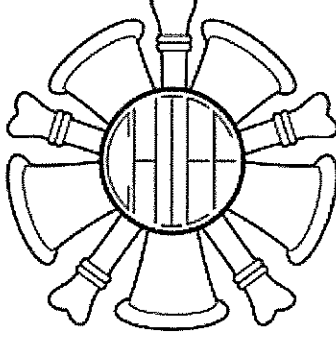
The next regularly scheduled BOD meeting will be Monday, October 9, 2023 at 4:00pm at the Administration building, 681 Caves Hwy., Cave Junction, OR.

This meeting adjourned at 4:47pm.

Respectfully submitted,



Director Cheryl Johnson  
Board Secretary



## **Fire Chief Report**

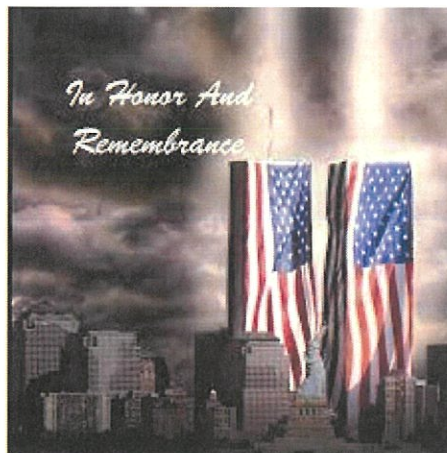
**09.11.2023**

- **New Items:**
  - Very busy with the Smith River North Complex
  
- **Training:**
  - Syncope and IV Phenergan administration - AMR
  
- **Fire Defense Board Items:**
  - Smith River North Complex
  
- **OSFM – Blue Team**
  - Blue Team was assigned to the Smith River Complex (See Executive Summary)
  
- **New Meetings Attended:**
  - Working with Business Oregon in regard to the Lottery Direct Legislative Award for the Illinois Valley Fire District: Water and Sewer Line \$984,500. (see letter)



- **On-Going and Informative Meetings:**

- *Attended the Oregon Fire Chief Association meeting (On-Going/online)*
- *Attended the Rogue Valley Fire Chief's Association Meeting (In-Person)*
- *Attended the Cave Junction City Council Meeting (online)*
- *Attended the Cave Junction Chamber of Commerce Meeting (online)*
- *Attended the Rogue River Fire District Board of Directors Meeting (online)*
- *Attended the IV-Frog Meeting (In-Person)*
- *Attended the Applegate Fire District BOD meeting (Online)*
- *Attended the Fire Standards Meeting (Online)*
- *Attending the Josephine County Commissioner's Weekly Meetings (Online)*



September 5, 2023

Richard Bouchard, Board Director  
Illinois Valley Fire District  
681 Caves Hwy  
Cave Junction, OR 97523

RE: Oregon Lottery Direct Legislative Award for Illinois Valley Fire District, Water and Sewer Lines, \$984,500, (Ref #7232-15442) ; date of award: 08/04/2023

Dear Mr. Bouchard:

As identified in Senate Bill 5506 Section 256 of the 2023 Oregon legislative session, your organization was awarded an allocation of Oregon Lottery funding for the above referenced project.

Please note that the legal obligation for funding and for reimbursement of project expenses is subject to execution of a contract between your organization and the State of Oregon acting by and through the Oregon Business Development Department (OBDD).

The project must comply with all applicable state laws, regulations, and procurement requirements. As a reminder, you must provide copies to OBDD of all solicitations at least 10 days before advertising, and all draft contracts at least 10 days before signing.

Please complete and submit the attached Direct Legislative Award Project Information Form, which will provide the information necessary to prepare a funding contract.

Please direct any questions, and submit the completed Project Information Form, to your Regional Project Manager, Tawni Bean, at 503-551-0957, or via email to [tawni.bean@biz.oregon.gov](mailto:tawni.bean@biz.oregon.gov).

Sincerely,

*Mollie Croisan*

Mollie Croisan, Project and Services Manager  
Business Oregon

Encl: Direct Legislative Award Project Information Form

C: John Holmes, Fire Chief  
Marta Tarantsey, Regional Development Officer  
Representative Lily Morgan  
Senator Art Robinson



Oregon State Fire Marshal – Incident Management Team –Blue Team

Hereby transfers back authority to Illinois Valley Fire District effective this date, 09/02/23 at 1500 hours.

Attached to this document is the agreed upon Transition Plan, which bears the signatures of OSFM Incident Commander Ted Kunze and the above referenced Agency.

  
Travis Medema – OSFM Agency Administrator

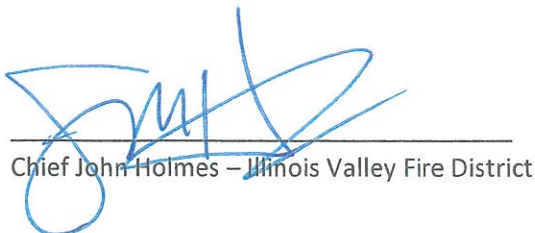
09/2/23  
Date

1500  
Time

  
Ted Kunze – OSFM IMT Incident Commander

09/02/23  
Date

1300  
Time

  
Chief John Holmes – Illinois Valley Fire District

9/2/2023  
Date

15:00  
Time



## **Smith River Complex - North Transition Plan**

Upon completion of the Delegation of Authority and return of authority back to the Illinois Valley Fire District, the following will be in affect:

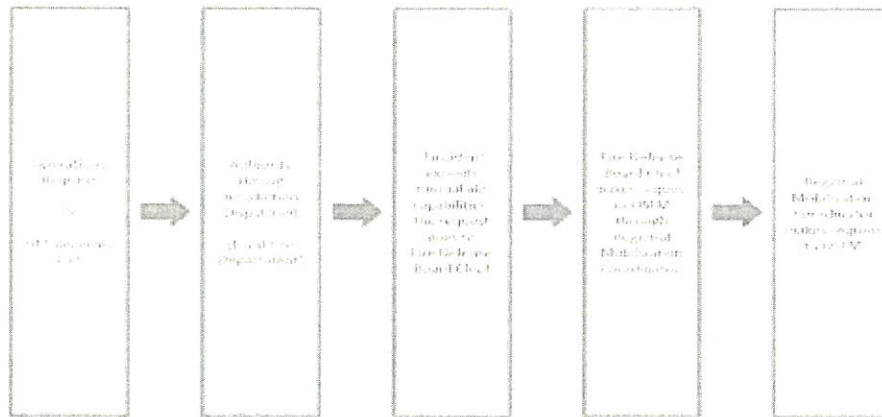
1. The Oregon State Fire Marshal (OSFM) and Incident Commander Ted Kunze holds no authority within the Illinois Valley Fire District and will no longer act as its agent,
2. That the OFSM Blue Incident Management Team (IMT) will provide the fire district the following:
  - a. An Executive Summary of the Smith River Complex Incident
  - b. A copy of the Survey 1, 2, 3 document compiled by the Incident Management Team

## **Remobilization Plan**

This incident will be on the landscape until a season ending weather event closes out this fire. Currently, the risk and threat to the Illinois Valley Community has been reduced. However, since this is a long duration incident, this plan outlines what steps can be taken, should there be an immediate threat to the community and/or structures within Illinois Valley Fire District, if necessary. It is suggested that in the event of the Smith River Complex fire crosses Management Action Point #54 (Attachment A) that the Incident management consider the following;

1. Immediately contact Chief John Holmes, Illinois Valley Fire District or duty officer.
2. If structures within Illinois Valley Fire District are immediately threatened call 911 for local a response.
3. Additionally notify the Regional Mobilization Coordinator, Sara Rubrecht.
4. Work with Chief Holmes and Sara to identify resource needs beyond Illinois Valley resources.
5. Regional Mutual Aid (24-hour period) for immediate threat to structures is available through Rogue Valley resources (2 Mutual Aid TF's, Rouge Valley 1 and Rouge Valley 2) and may be activated through Chief Holmés, his designee, or duty officer in concert with the Fire Defense Board Chief.
6. Above local and regional mutual aid- additional OSFM resources may be requested through Sara and the Fire Defense Board Chief.

**Remobilization Flow Chart**



**Contacts:**

Chief John Holmes, Illinois Valley Fire District, 541-415-1151

Sara Rubrecht, OSFM Regional Mobilization Coordinator, 541-218-7140

Sheriff Dave Daniel, Josephine County, 541-450-0518 (Evacuation Responsibility)

Michael Sellers, Emergency Manager Josephine County, 541-450-8657

**Fire Defense Board Chiefs:**

Chief Randy DeLonge, Grants Pass Fire, 541-659-5501 (On-duty until 9/4/23)

Chief Justin Bates, Jackson County Fire District #3, 541-621-2451 (On-duty from 9/4/23 – 9/11/23)

Chief Erik Thompson, Medford Fire, 214-243-7009 (On-duty from 9/11/23 -9/18/23)

\*Note: Sara Rubrecht and Chief Holmes will work with these individuals for any additional regional resources.

\_\_\_\_\_  
Ted Kunze – OSFM IMT Blue Team Incident Commander

\_\_\_\_\_  
Date

\_\_\_\_\_  
Time

  
\_\_\_\_\_  
Chief John Holmes – Illinois Valley Fire District

9/2/2023  
Date

1500  
Time









# Smith River Complex North In-Brief / Transition Meeting

*September 05, 2023 @ 1000  
Grants Pass – BLM/USFS Office*

1. Planning Section Chief
  - a. Introductions
2. Agency Representative(s) AA's, Fire Staff, Dispatch, UAO, IBA
  - a. Expectations
3. NW 13 Incident Commander
  - a. Key items
4. ISAP (Strategic Operation Chief)
  - a. Brief on process/product
5. Weather (IMET)
  - a. Brief on expected Weather for next 3 days
6. Fire Behavior (FBAN)
  - a. Brief on expected Fire Behavior for next 3 days
7. Operations
  - a. Brief on Current Status
  - b. Brief on recommended actions for next 3 days
8. Air Ops
  - a. Summary air resources that will be transferred
9. Safety
  - a. Summary of current and expected safety issues
    - i. Medical
10. Logistics
  - a. Summary of Logistical set up
    - i. Communications
11. Finance
  - a. Summary of transition status of Finance Package
12. Public Information
  - a. Summary of priorities
13. AK Incident Commander
  - a. Key items
  - b. Section breakouts and/or Team meeting



9/5/2023

**Smith River Complex North  
CA-SRF-000968**

**Jurisdictional Agencies: Rogue River-Siskiyou National Forest, Six Rivers National Forest, Coos Bay/Medford District BLM and Oregon Department of Forestry**

**Incident Transition Plan  
Northwest Incident Management Team 13  
Incident Commander: Eric Riener**

**Alaska Team  
Incident Commander: Norman McDonald**



- Protect and minimize the impact to the communities within the Illinois Valley and identify future areas of control to limit spread of the fire west towards Brookings and north to Elk Creek and Dwight Creek. Focus suppression efforts to keep fire west of the 4402 Road, south of Gilligan Butte and west of Highway 199.
- Utilize a structure protection group to suppress fire in the event the fire reaches structure protection blocks. Work with local fire districts to build an incident structure protection plan.
- Work with Josephine and Curry Counties in Oregon, as well as Del Norte County in California, for evacuation levels and recommendations.
- Develop a PACE model that aligns fire suppression efforts with CIIMT15 to protect communities, infrastructure, commerce and primary travel routes.

### **Incident Requirements**

- Provide Agency Administrator updates and briefings on incident status as conditions evolve.
- Firefighting operations will implement tactics that offer the highest probability of success to protect priority values and minimize unnecessary exposure.
- Priority values are firefighter and public safety, communities, critical infrastructure, private and tribal timberlands and natural resources.

### **Incident Commander/Deputy Incident Commander**

- The Smith River Complex North is managed as part of the greater Smith River Complex. Smith River Complex North's delegator agencies were the Rogue River Siskiyou NF, Six Rivers NF, Coos Bay/Medford District BLM and private lands under protection of the Oregon Department of the Forestry (ODF).
- Numerous lightning strikes caused fires in northern California, producing rapid-fire growth to the north into Josephine and Curry Counties in Oregon. Multiple communities and homes were threatened within the Illinois Valley, including O'Brien, Cave Junction, Takilma, OR and SunStar, CA.
- Early coordination with local law enforcement led to establishing level 1, 2 and 3 evacuations and initiating the northern closure of Highway 199. The increased complexity, fire behavior and topography led the protecting/jurisdictional agencies to concur with placing the order for a Type 2 IMT.
- Working under a joint delegation from the USFS, BLM and ODF, NW13 was in-briefed at 1200 on 08/19/23 and assumed command of the incident at 0600 on 08/21/23.
- The incident was defined geographically north and south. The Agency Administrators (AA), during the in-briefing, shared unified leaders intent. The primary focus was to utilize a full suppression strategy to protect values at risk, ensure the use of risk management to address safety related concerns for fire personnel and build and enhance on site relationships with local cooperators and landowners.
- NW13 assumed command of the Smith River Complex North, while CIIMT15 remained in command for Smith River Complex South. North and South areas of the fire coordinated operations throughout the fire.

## Command Staff

### **Liaison**

- Cooperator meetings were in place with CIIMT15 on the Smith River Complex South. NW13 began participating in these meetings on 8/19/23. It was determined after a few days there was a need to have a separate Cooperator Smith River Complex North meeting due to several issues that were taking too much time on the Smith River Complex South call. Separate calls were established at 1000 for Smith River Complex South and 1100 for Smith River Complex North, with liaison and operations briefings on both calls.
- Incident updates and phone lists were sent to a total of 95 cooperators and stakeholders nightly.
- Maps, IAPs, morning briefing and media releases were emailed to requesting co-operators and stakeholders.
- Daily contact with Agency Administrators/Representatives was sustained throughout the incident.
- Pacific Power continues to work on replacement of poles and power lines damaged by the fire.
- In the electronic documentation box, there is a phone list for all cooperators on the incident, as well as the nightly cooperator updates.
- Daily meetings were held to discuss the Highway 199 closure and evacuation levels. Initial reopening on 8/30/23 of Highway 199 was for regulated travel, with limited travel with pilot vehicles that led essential commercial traffic (food, logging and trash haul). On 9/1/23, this was expanded to all commercial traffic. Pilot vehicles are required due to damaged guardrails along the Highway 199 corridor.
- The level 3 evacuation levels on the Smith River Complex North and the level 3 for SunStar, CA were lifted on 9/2/23 at noon. This allowed Highway 199 to begin public regulated travel with a pilot car later that afternoon.

### **Safety**

- Regional Safety Team calls are at 0930 every day.
- Remaining safety officers include two SOF2, one SOFC - t and three SOFR. LWD and type of transportation to home unit will be provided to the incoming team.
- Three safety officers are on order, all pending.

### **Medical**

#### *The current Medical Unit configuration and supplies are:*

- One medical unit set up at ICP.
- Mix of two 100 person kits, as well as local purchases.
- Additional ordered supplies, including Tecnu.
- There are four ALS Ambulances with three on days and one on nights. Ambo 2 has steroid cream, orals and injectables.
- One Type 1 REMs and one Type 3 REMS (RAT) are on the incident.
- A total of nine EMPFs and twelve EMTFs. Three of each EMPF & EMTF teams, including Medic 22, 23 and 24 have UTVs and carry steroid cream, orals and injectables.

## General Staff

### Plans

#### *Resources*

- Word is used to create the IAP.
- The IAP is posted to the [FTP.wildfire.gov](http://FTP.wildfire.gov) site and within the Smith River Complex Teams file, named Daily IAPs-QR, each evening.
- The Smith River Complex North IAP is emailed nightly to the Smith River Complex North IAP email list in [2023.smithrivercomplex.resources@firenet.gov](mailto:2023.smithrivercomplex.resources@firenet.gov).
- Prime Clerical Copy Service is utilized for copying the IAP. Currently 370 IAPs are produced daily, with 10 set aside for night shift and 24 for the helibase. Additionally, 24 Smith River Complex South IAPs are set aside for the helibase.
- Links within the Linktree QR code on the cover are managed by the Smith River Complex South Resource section.

#### *Documentation Unit*

- CIIMT15 established the eDoc box. When NW13 was assigned to the incident, additional folders were created to establish separate “TO BE FILED” folders for the North and South areas of the fire.
- NW13 opted not to use the Draft eDoc folder, following the lead of CIIMT15.
- CIIMT15 utilized RIST for their Documentation Unit Leader.
- Certain documents have “North” or “South” added to the file name in the document version (e.g. IAP\_Original\_North\_2023xxxx\_000968), whereas documents irrespective of the area do not (e.g. 209\_StatusSum\_2023xxxx\_000968). The “North” or “South” is added to the document version as part of the NWCG standard.
  - {DocType}\_{DocVersion}\_North\_{Date:YYMMDD}\_{IncidentNumber:000NN}
- The subfolder “NON-RECORDS” was placed within the “TO BE FILED-NORTH” to keep documents that were added to the “TO BE FILED-NORTH” folder, but do not qualify as records per the NWCG standard.
- The subfolder “FILED BY DOCL” was placed within the “TO BE FILED-NORTH” to keep documents copied to the eDoc box. The files are indicated with a lowercase “x” at the beginning of the file name to indicate it was filed in the eDoc box according to the NWCG standard.

#### *Status Check-In*

- The National check-in form with QR code is utilized.
- The SCKN - t modified the check-in spreadsheet to add a “Yes” or “No” question for post-check-in processing to indicate the record had been entered into e-iSuite. Once the SCKN enters the data in e-iSuite and checks “Yes” in the spreadsheet the record will appear green to indicate it has been entered.
- NW13 communicated with the Smith River Complex South SCKN to confirm the separation of duties between the North and South, while utilizing one check-in spreadsheet.

Illinois River and eventually established on the slopes associated with Gilligan Butte. Suppression efforts were successful in ceasing the fire advance before reaching Gilligan Butte.

- Two rain events slowed progression of the fire. The first provided scattered and varied amounts of rain as thunder cells moved through the fire area. The second provided consistent amounts of precipitation, about 4/10 of an inch, across the entire fire and was less associated with lightning.
- Three major fuel types are represented within the fire perimeter:
  - To the west, is classic manzanita dominated brush with sparse timber or reprod (SH2). Wide variation in continuity and arrangement is mainly associated with aspect and location within the Biscuit Fire scar. Fuels within the Biscuit Fire scar burn readily with light winds when dry.
  - North of the border between Highway 199 and West Fork Illinois is mixed hardwood and conifer timber with a high load of brush and down and dead (TU5).
  - South of the border is typical closed canopy timber with a low load of brush and down and dead (TL3). Timber litter primarily carries the fire. Fire spread within the Slater Fire scar does not carry fire well.
- Fire Behavior Concerns
  - RH below 40% with a low starting point due to poor RH recovery.
  - Multiple days of poor RH recovery (below 60%).
  - Sustained 20 foot winds in excess of 12 mph.
- Ryan Jones, FBAN/LTAN, will stay on the incident, LWD 9/9/23.

### *Weather*

- **Background**
  - The weather has been active, with 3 days of thunderstorms over the fire. A persistent upper level trough stalled off the coast of California from 8/25 through 8/28, which brought a persistent diurnal wind pattern with strong sea breeze west and southwest winds in the afternoons. This was finally broken down by the passage of the upper level trough, which turned flow to the northwest, lightened winds, and cleared out dense smoke that had settled into the area. A strong upper level low moved over the area on 9/1 and brought strong, slow moving thunderstorms that dropped heavy rain on the fire. Observations have been via text message and over the radio.
- **IMET Coordination**
  - NWS Eureka has a GoogleChat room for coordination with meteorologists. Contact Eureka to be added.
  - NWS Medford has a GoogleChat room for coordination with meteorologists. Contact Medford to be added.
  - The Northern California GACC has a call every morning at 0845. IMETs are requested to attend. The information can be found daily at [https://gacc.nifc.gov/oncc/predictive/weather/conf\\_call.html](https://gacc.nifc.gov/oncc/predictive/weather/conf_call.html)



### ***Air Resource Advisors***

- Monitor data and interpreted smoke models are utilized to write and publish daily smoke forecasts for 9 communities impacted by smoke from the Smith River Complex and other area wildfires. The forecasts are completed daily by 0830. A Spanish translation of the forecast is also available. The forecasts are provided to the PIO group for social media posts, publication on trap lines and for distribution as needed.
- A daily briefing, completed by 0730, is recorded and made available on Facebook.
- Complete a daily briefing as needed at the Cooperator's Meeting at 1100.
- Present a daily briefing at the Planning Meeting at 1800.
- Represent the Smith River Complex IMT daily at 1300 on the Daily Interagency California Smoke Call.
- Represent the Smith River Complex IMT on Oregon Department of Environmental Quality (ODEQ) smoke coordination calls 3-4 times weekly. This includes members of the National Weather Service, Oregon Public Health, area Air Resource Advisors and others determining when County Air Quality Alerts are warranted.
- Coordinate with IMET and FBAN for weather forecast and situational awareness in order to assist in determining smoke impacts to the surrounding areas.
- A CO monitor was installed, downloaded and interpreted for CO data and results.
- Coordinated with adjacent Air Resource Advisors regarding wildfire coverage, community smoke forecasting and Outlook preparation.
- Three purple air sensors, two indoor and one outdoor, are at ICP to monitor air quality.
- Incident Air Resource Advisors are:
  - Tod Johnson 0-50043, LWD 9/6/23.
  - Ghazal Majidi-Weese - t, 0-50091, LWD 9/7/23.

### ***SOPL***

- Primary author for WFDSS:
  - Alfred Watson, Acting Forest Supervisor, Olympic National Forest, serving as the AA for the Rogue River National Forest.
  - [Alfred.watson@usda.gov](mailto:Alfred.watson@usda.gov).
- Judy Forbes ([jforbes1@bak.rr.com](mailto:jforbes1@bak.rr.com)) AD brought on to manage inputs and validate WFDSS information.

### ***Management Action Points (MAPs)***

- Coordinated with Judy Forbes and updated WFDSS and the NIFS feature service on implementation of new and updates to existing MAPs.
- Current documentation referencing MAPs available in the ISAP teams channel as well as WFDSS

### ***Strategic Planning***

- Continual evaluation and updates to the strategic lines within the ISAP feature service: [https://services3.arcgis.com/T4QMspbfLg3qTGWY/arcgis/rest/services/ISAP\\_GISS\\_Edit\\_\(2023\)/FeatureServer](https://services3.arcgis.com/T4QMspbfLg3qTGWY/arcgis/rest/services/ISAP_GISS_Edit_(2023)/FeatureServer)

## **Logistics**

### ***Supply***

- All orders were placed through expanded dispatch. Local purchases were made by the Buying Team. Daily orders were delivered to Smith River Complex North Supply located at Redwood Highway, Cave Junction, OR.
- Chain saw specific part orders require an ICS213 with DIVS/OPS approval and a "Chainsaw Parts Order Form for Buying Teams," submitted together to the Buying Team.
- The Northwest Interagency Fire Cache out of Redmond OR supplied all NFES items to the incident. Contact is ornwk@firenet.gov, 541-504-7230. Hector Basso is the Cache Manager.
- Orders are placed by 1200 for next day delivery. Deliveries were made daily between 1600 and 1800.
- There were some regional shortages of supply requests such as folding tanks, hose and fittings.
- Filling and refilling of 5-gallon fuel cans for fire line, generators, security road guards and UTVs are handled by issuing empty cans to be filled by a Fuel Truck located at the Staging across the highway from Supply.
- Several unused 5-gallon containers of diesel, regular and mixed gas remain at the Fuel Storage in Supply, which are back hauled from the line. Four, 55-gallon drums were purchased to empty unused fuel into for final disposal. Contact with the Wild River Ranger District for fuel disposal still needs to occur.
- Thirty leaf blowers, fifteen weed eaters, twenty-five pole saws, fifteen HD brush loppers and several metal rakes were purchased locally for structure protection efforts. Miranda Stuart, 541-613-9500, is the local District contact that will coordinate storing the items after the incident concludes.
- E-50109, a Top Gun forklift is located at Smith River Complex North Supply.
- E-50002, a Top Gun forklift is located at the ICP, to unload water, Gatorade, and ice.
- Three Top Gun light towers are assigned to Supply by Ground Support and Facilities. S-50071 (solar), E-50114 (diesel), S-50030 (solar).
- The Top Gun contractor is handling all Start/Stop Emergency Equipment Shift Tickets for all equipment. The Top Gun on-site emergency contact is Tom, 541-420-2437.
- Supply Unit staffing arrangements are one SPUL, one RCDM -t, one RCDM and one – 10-person camp crew.
- O-50241, Donna Williams, RCDM, LWD 9/17.
- C-50001, Mosqueda Camp Crew, is currently operating with a 10-person crew and will be expanded up to a 20-person crew on 9/5, to assist with Facilities and the Kitchen (FDUL). C-50001 crew is able to rotate crew members to receive their required R&R. The Crew Supervisor/owner contact is Francisco Mosqueda 503-931-7855, ODF-IRA-384.

### ***Facilities***

- A detailed list of vendors, contracts, and LUAs with the day-to-day tracking of the resources on the incident is in the Facilities Packet.
- The ICP Base Camp address is 175 McMullen Cr. Road, Selma, OR 97538. Overhead



for Branch VIII equipment on the west side of the fire. The contact is Cindy Grover, Grover Timber Land, 541-412-8388. A LUA and S# still needs to be acquired.

- McGrew's, 33105 Redwood Hwy, Obrien, across from DP 25 is used by resources. A LUA and S# still needs to be acquired. The IBA is working on filling some potholes.

### ***Food Unit***

- Catering: E-50000, K-4 Bishop Services w/ Base Line Management, P O Box 11 Goldendale, WA.98620. The kitchen is located at Selmac State Park and started service on 8/21/23. The kitchen can feed up to 1500 personnel. The Kitchen Manager is Christian Fraga, 916-591-2362.
- A Type 3 Refer, E-50030, Connie's Inc., arrived at ICP on 8/20/23. The contact owner is Cory, 541-785-2331 and office 541-963-7114.
- A Type 3 Refer, E-50162, Connie's Inc., arrived at ICP on 8/21/23. The contact owner is Cory, 541-785-2331 and office 541-963-7114.
- A Type 3 Refer used for ice, E- 50007, Rouge River, was delivered on 8/21/23. The contact is Luke Huttema, 541-761-0620, out of Grants Pass, OR.
- Camp crew C-50001, ODF-IRA-384, Mosqueda Reforestation is supporting Food, Facilities and Supply. The contact is Francisco Mosqueda, 503-931-7855.
- Ice Merchandizer, S-50381, Cascade Ice LLC. The contact phone is 541-312-2910. 200 bags of ice are stored at R&R Supply camp.
- Ice, water and sport drink are ordered as needed through Expanded. The Buying Team has set up vendor payment.
- The remaining overhead at Incident are one FUDL Darren Ballentine, LWD 9/11/23. Darren is willing to extend. FUDL, Sarah Corning, is going over to Elk Valley camp supported by the Smith River Complex South. Smith River Complex North, Branch VIII, resources are being housed and fed at the Elk Valley Camp.

### ***Ground Support***

- Ground Support is located across from Staging with Supply at: 30365 Redwood Hwy, Cave Junction, OR 97523.
- Safety considerations: Heavy traffic entering and exiting Ground Support area during morning and evening hours. Send drivers in pairs when delivering supplies to drop points due to local situations.
- Travel distance from ICP Lake Selmac to Ground Support at Rough & Ready is 15 miles and approximately 20 minutes.
- Two Fuel Trucks: E-50181 located at Lake Selmac ICP and E-50127 located with Ground Support.
- Weed Wash: E-50108 is at the Heavy Equipment staging area in Rough and Ready across from ground support.
- E-50168, six Top Gun sandwich safety boards are located at Ground Support.
- E-50127, a water tender for dust abatement is located at ground support and heavy equipment staging.
- Return two magnetic floor sweepers to the Ranger District in Cave Junction at the end of incident.
- S-50146, tire repair for Ground Support is at Les Schwab Tire, 320 Union Ave Grants Pass, OR. The contact number is 541-955-5200.

## Finance

- **Status of documentation (Finance Package):** 100% electronic documents. Working finance folders and documents located in the “North\_Finance\_Channel” of the Smith River Complex incident TEAMS site. NWCG naming convention guidance and file structure was used throughout the incident.
- **Cost Share:** Signatories are FS, BLM, and ODF. Methodology is acres burnt for ground resources and percent of effort for air. All documents can be found in the COST channel in the cost share folder.
- **Timekeeping:** Fire has been divided by North and South. North tracks all resource order numbers in the 50,000 and 60,000 block and the South tracks all of the other resource order numbers.
- **Agency Incident Business Advisor assigned** is Pat Dearing, 408-250-9070.
- **NERV:** There are eight pool NERV vehicles on-site (E-50173, 50182, 50183, 50184, 50185, 50186, 50204, and 50205). Upon demob, their packages will need to be sent to [sm.fs.nerv@usda.gov](mailto:sm.fs.nerv@usda.gov) per NERV guidance.
- **FSC conference calls:** M-W-F @ 1500, via TEAMS. Contact Elka Erickson to be added to the invite [elka.erickson@usda.gov](mailto:elka.erickson@usda.gov).
- **Inbox email:** [2023.smithrivercomplex.finance@firenet.gov](mailto:2023.smithrivercomplex.finance@firenet.gov).

### *Cost Unit*

- Payment Agency cost module codes set according to the PNW Incident Cost Coding Matrix. Used Agency for populating payment agency field in e-isuite.
- Other Resources Tab in Cost Module has estimates for the following resources:
  - Buying Team – post daily cost from buying team spreadsheet.
  - Buying Team and Expanded Dispatch Personnel - \$700 per person (est. 10 people).
  - Cache Supplies- total personnel minus private contractors – eISuite default rate.
  - Mobe In/Out – Daily 209 number minus contractors – eISuite default rate.
  - Smart Source entered on individual resource orders per Region 6 guidance and rate sheet and instructions. Only had iPads, monitors and two laptops.
  - Hotel costs for NW13 are for 08/18-08/23. All charged to Smith River Complex North.
  - Nerv Rental Vehicles - \$160 per day – using NERV daily report to determine.
  - Air travel resources - \$900 round trip/person.
- Most Equipment EERA’s and Land Use Agreements EERA’s. Will be sent to ASC for payment. ODF IRA’s (60000 Block numbers) will be paid by Oregon Dept of Forestry. Only Oregon Ice/Timber Country is Commercially Invoiced.
- Team came under Large Fire Support repositioning. Reassigned to the Smith River Complex on 8/21/2003. Determined we would take north half of incident. Had to come up with a way to capture just the north costs. Assigned resources under the 50000 block numbers. To pull cost reports for just the North Half, had to set up a cost group for North Half. It’s a cumbersome process, as it will only roll down until the next day if there is an actual posting. Have to go into each record to make sure it is populated.

- ODOT has a separate folder with a tracking sheet and STs and will be paid by a commercial invoice.
- See current LUAs below:
  - S-50241, Three Rivers High School – Public meeting.
  - S-50086, Augustino Winery – mobile retardant base.
  - S-50294, City of Brookings – Helibase.
  - S-50053, City of Cave Junction – Potable/Grey Water – will invoice at end of incident.
  - S-50433, Crissy Field State Park – No Agmt.
  - S-50177, Flying BB Ranch – extension of ICP, day sleeper area.
  - S-50209, Illinois Valley FD – meeting area.
  - S-50020, Josephine Parks – ICP.
  - S-115, Josephine County Airport – Airbase.
  - S-50154, Lone Mountain Resort – day sleeper.
  - S-50238, Redwood Grange – day sleeper.
  - S-50181, Siskyou Smoke Jumper Museum – day sleeper.
  - S-50069, Spare Time Supply – staging area.
- We used a scanner to collect CTRs / STs, and asked people to put “North” in the subject line for emails as we share the email box with the south side.
- There was a PREPO incident number (OR-RSF-000007) for a few days, roughly from 08/18-08/23. Once equipment and crews got reassigned from PREPO to Smith River Complex we began to close out all PREPO numbers and invoice them. As of today, we believe everyone should be closed out of PREPO. You will find some sub folders within a main equipment folder. For instance, in E-50065 you will find a sub folder of E-41, their prior E# which has been closed out and batched.
- Critical Contacts:
  - Top Gun is Tom, 541-420-2437
  - United Services (Toilets) is Brian, 458-209-6744
  - Crewzers is Justin Peek, 602-819-5523

### *Time Unit*

- There is a North Finance View that contains a notes column, team audit column, ready for FSC audit column (automatically generates an email to the FSC/DFSC when ready is chosen), FSC audit (when the FSC/DFSC marks it down, it generates an email to TIME/PTRC, as well as PROC/EQTR), Batch Number, Date Batch Submitted, Other (for AD). We are documenting items, such as missing CTRs, whether or not to do travel for Cooperators and ADs, and audit dates.
- SharePoint has been programed in grid view so that selecting AD in the “Other” column will highlight AD rows green. Selecting Demob in the “Other” column will highlight in purple. This is a flag to remember to send AD payments into ASC.
- Several resources, including a few crews, had excess hours due to burn operations and spot fire IA’s, the excess hours report documents and shows these, found in the Time/Excess Hours Documentation. CTRs have been signed and approved by IC, as well as a general message which is in the TIME General Message Folder.

- Primary control objectives and the values driving them are very clear from the Agency Administrators.
- Protect communities within the Illinois Valley, and north Del Norte County communities.
- Protect and coordinate with Pacific Power transmission lines.
- Closely coordinate the Highway 199 closure and protect infrastructure along the corridor.
- Protect private inholdings adjacent to the point of origin from loss.
- Develop strategic alternatives to provide alignment of suppression actions for further growth.
- These are in order of priority as per the AA's and this helped the operations section focus resources when at odds with each other for competing resources. The operations section used this clarity to shift on the fly as various areas of the fire became active. Additionally, the Branch Directors, Division Supervisors and tactical resources supported these priorities.

### ***Branch VIII***

- Priority areas and efforts along the 1107 Road adjacent to Kalmiopsis Wilderness from Oregon/California state line to Chetco River. This effort is to provide a containment feature for further fire progression to the west protecting the communities around Brookings, Oregon. Prevent fire spread of further progression to the west.
  - Division E
    - Road preparation from Oregon/California state line north along the 1107 Road.
  - Division F
    - Further, reinforce road preparation along the 1107 Road to Chetco River adjacent to the Kalmiopsis Wilderness.
  - Division G
    - Find opportunities for direct line location, if possible, utilizing UAS keeping fire from further progressing west.
    - Reinforce road preparation along the 450 Road Division break (H13).

### ***Branch X***

- Priority areas and efforts are securing fireline south of communities within the Illinois Valley. Prevent fire spread to the west in Division H. Coordinate the Highway 199 closures and continue alternate line preparation south along Chicago Creek to the north/south break.
  - Division H
    - Prepare 112 and 019 Roads for viable tactical firing operations on the northwestern portion of the fire.
    - Continue to chip and secure fire perimeter along the 1102 Road to dozer line south of Gilligan Butte.
  - Division I
    - Continue securing dozer fire perimeter along dozer line south of Gilligan Butte to Highway 199.

## Key Contacts

NW13	PHONE	POSITION
John Spencer	509-669-8749	Operations Section Chief
Shawn Jaca	435-680-0756	Operations Section Chief
Tim Cawley-Murphree	509-699-3438	Operations Section Chief - t
Jesse Stone	509-630-1269	Operations Section Chief - t
Steve Markason	307-690-5185	Air Operations

## Air Operations

- The Smith River Complex air branches share all resources from helibases in Cave Junction, Merlin and Brookings, OR.

A# (Ordered by South/North)	Aircraft	Model	Location
A-4 (South)	391SH	UH60	Cave
A-10 (South)	16FH	UH60	Cave
A-15 (South)	699RH	KMAX	Cave
A-16 (South)	534VG	UH60 (Tanked)	Cave
A-17 (South)	527	Bell 212	Cave
Loan/Lease by North Ops	7MZ (F/W)	C-501	Redding
A-50008 (North)	132BH	AS350B3	Merlin
A-50006 (North)	18BH	Bell 407	Cave
A-50002 (North)	HT-917	S61 (Tanked)	Merlin
A-50000 (North)	942AE	AS350B3E	Brookings
Loan/Lease by NWCC	688TM (F/W)	690V	Medford

- The Mobile Retardant Base is located one mile east of O'Brien on the Augustino Winery. It has a good water source with a standpipe. We have flown retardant for three days as of 09/04. This was ordered on the Retardant in Demand, Perimeter Solutions BPA. Contact is Andrew/Derrick O'Brian, Aerial Fire Support. 239-370-0714.
- Air Attack (7MZ CWN) is working out of Redding. Region 6 Air Attack (688TM EU) works out of Medford but is not assigned. Both platforms will service our incident but may also help with adjacent fires.
- We hold a 0730 air priorities call to discuss operational priorities, mission, and concerns. This includes South/North AOB, ASGS, ATGS, HLCO, and Helibase Managers. You will need to set up a conference call or Teams line.
- Rotor UAS with Lakeview IHC, assigned with IR, mapping, and PSD capability. MASP is on the jump drive and at the Helibase. 2AE and 2BH are carded with operators. Balls:



*Illinois Valley Rural Fire Protection District*

Deputy Chief / Training Report

September 11, 2023



**ILLINOIS VALLEY  
FIRE  
DISTRICT**

The training building doors and window frames arrived, the light post conduit trenching is in and the conduit supplies purchased, and I am preparing the concrete forms and rebar for the light posts this week.

Radios are being reprogrammed with the latest updates from the Rogue Valley two-county frequency list as well as our repeated tactical channel and Bolan Repeater.

Rural Metro Fire is trying to gear up into doing more water rescue training and has offered for our SRT personnel to join them.

Our Explorers have had an opportunity to interact with Mercy Flights' Explorers a few times now and we will be planning a joint training or competition for the fall after the end of fire season.

The Labor Day festival was busy with the pancake breakfast, prevention booth, and parade. Thank you to the Volunteers, Staff, and Explorers that helped make this event a success.

Training for this month will be covering areas of Pediatric Respiratory Emergencies, Ladder Drills, Hose Handling/Fire Streams, and a Vehicle Extrication Technician class.

Respectfully Submitted by Jeff Gavlik, Deputy Chief





# September Schedule 2023



Date	Training	Location	Instructor
9/5/2023	Association Meeting	Admin	President
	Pediatric Respiratory Emergencies	Admin	JoAnna G
9/12/2023	Ladder Drills	Sta. 1	Gavlik
9/19/2023	Hose Handling/Fire Streams	Sta. 1	Pfeiffer
9/30/2023 (Sat) 10/1/2023 (Sun)	Vehicle Extrication Technician	Sta. 1	Chris Mills

## Note:

“**Pediatric Respiratory Emergencies**” will be our monthly medical continuing education for recertification; “**Ladder Drills**” will be practicing ladder carries, raises and positioning for use; “**Hose Handling/Fire Streams**” will be for maneuvering and advancing hoselines of various diameters; “**Vehicle Extrication Technician**” will be for learning extrication techniques and satisfying the requirements for DPSST certification.



# *Illinois Valley Fire Protection District*

## *Board of Directors Meeting Operations/Prevention Notes 09/11/2023*

The shift schedule is attached.

For the month of August, we ran a total of 119 calls.

We had thirty-three (33) public assist calls. Lift assists, Gas leaks, Powerline Problems, Smoke & Fire Alarms, etc.

We had forty (40) medical calls.

We had seventeen (17) open burn/smoke investigations calls. There were multiple warnings and citations issued.

We had one (1) Small Vehicle Fire. The fire on Redwood Hwy was unintentional. The unsecured chemicals the occupant was carrying spilled, causing chemical reaction which in turn caused the fire in the back of the vehicle. Fire on Holland loop was unintentional. The cause of the fire was smoking materials. The fire on Althouse Creek and case

We had six (6) Grass fires. The fire on Westside Road was unintentional. The document was trying to burn hornets' nest with a lighter. The fire on Holland loop was unintentional. The cause was smoking materials. The fire on Takilma Rd was caused by a lightning strike. The fires on Caves Hwy, Althouse Creek Rd and under the bridge on Redwood Hwy were undetermined.

We had one (1) Structure Fire. Structure fire on Takilma Road was undetermined. The origin of the fire was a couch where everyone took smoking breaks. The possible cause of the fire was smoking materials.

We had fifteen (15) Motor Vehicle Accidents with **NO** civilian fatalities and **NO** firefighter injuries.

We also assisted our mutual aid partners on six (6) structure & grass fires.

We completed five (5) fire and life safety inspections this month.

I attended the IVFROG, and IAAI meetings. The operations meeting and the Rogue Valley Fire Prevention Co-Op meeting were canceled.

Myself and Chief Sherman went up to the Bolan peak and replaced the solar panels for our repeater system. The previous solar panels were crushed by the snow load.

The fire safety trailer was picked up for Labor Day festival.

We are still waiting for ISO to give us the results of their inspection.

The Smith River complex moved in and kept us busy for the remainder of the month. We met with the teams, supplied multiple apparatus and personnel, deployed an apparatus at the airport, housed firefighters, maintained a constant presence and have been an integral part of the process since the beginning.

Do you have any questions.



September 2023	September 2023							October 2023						
	Su Mo Tu We Th Fr Sa							Su Mo Tu We Th Fr Sa						
	1 2							1 2 3 4 5 6 7						
	3 4 5 6 7 8 9							8 9 10 11 12 13 14						
	10 11 12 13 14 15 16							15 16 17 18 19 20 21						
17 18 19 20 21 22 23							22 23 24 25 26 27 28							
24 25 26 27 28 29 30							29 30 31							

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 27	28	29	30	31	Sep 1	2
					8952 A 8982 A Marler N Mavity	8952 B 8983 B Meyer D Beck Explor D Mavity
3 8952 B 8983 B Meyer D Gavlik	4 8952 C 8981 C LeMasters Office Closed Labor Day	5 8954 C 8981 C LeMasters D Scaroni	6 8953 A 8982 Off ST A Marler SC A Meyer	7 8951 A 8982 Off ST A Marler SC A 8983	8 8954 B 8983 B Meyer	9 8954 B 8983 B Meyer N Browman
10 8954 C 8981 C LeMasters D Browman	11 8952 C 8981 C LeMasters	12 8954 A 8982 A Marler D Gavlik	13 8953 A 8982 A Marler	14 8951 B 8983 B Meyer	15 8951 B 8983 B Meyer D Beck Explor D Demuth	16 8951 C 8981 C LeMasters
17 8951 C 8981 C LeMasters	18 8952 A 8982 A Marler	19 8954 A 8982 A Marler D Demuth	20 8953 B 8983 B Meyer	21 8951 B 8983 B Meyer	22 8953 C 8981 C LeMasters	23 8953 C 8981 C LeMasters D Beck Explor
24 8953 A 8982 A Marler D Browman	25 8952 A 8982 A Marler	26 8951 B 8983 B Meyer D Scaroni	27 8953 B 8983 B Meyer	28 8951 C 8981 C LeMasters	29 8952 C 8981 C LeMasters	30 8952 A 8982 A Marler D Beck Explor

September 2023	September 2023 Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	October 2023 Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 27       	28       	29       	30       	31       	Sep 1 1 LeMasters Hartman	2 8982 A Marler
3 8982 Marler	4 8983 Meyer	5 8982 Meyer	6 8983 LeMasters	7 1 LeMasters Hartman	8 1 Marler Hartman	9 1 LeMasters Marler
10 8983 Marler	11 8983 Marler	12 8983 LeMasters	13 1 LeMasters 8983	14 8982 Marler	15 8982 Marler	16 8982 Meyer
17 8983 Meyer	18 8983 LeMasters	19 1 LeMasters Meyer	20 8982 Marler	21 8982 Marler	22 8983 Meyer	23 8983 Meyer
24 1 LeMasters 8983	25 1 LeMasters Meyer	26 8982 Marler	27 8982 Marler	28 8983 Meyer	29 1 Marler Meyer	30 1 LeMasters Hartman

September 2023	September 2023							October 2023							
	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
						1	2		1	2	3	4	5	6	7
	3	4	5	6	7	8	9	8	9	10	11	12	13	14	15
	10	11	12	13	14	15	16	15	16	17	18	19	20	21	22
17	18	19	20	21	22	23	22	23	24	25	26	27	28	29	
24	25	26	27	28	29	30	29	30	31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 27	28	29	30	31	Sep 1	2
					8952 A 8982 A Marler N Mavity	8952 B 8983 B Meyer D Beck Explorer DN Mavity
3	4	5	6	7	8	9
8952 B 8983 B Meyer D Gavlik	8952 C 8981 C LeMasters Office Closed Labor Day	8954 C 8981 C LeMasters D Scaroni	8953 A 8982 Off ST A Marler SC A Meyer	8951 A 8982 Off ST A Marler SC A 8983	8954 B 8983 B Meyer	8954 B 8983 B Meyer N Browman
10	11	12	13	14	15	16
8954 C 8981 C LeMasters D Browman	8952 C 8981 C LeMasters	8954 A 8982 A Marler D Gavlik	8953 A 8982 A Marler	8951 B 8983 B Meyer	8951 B 8983 B Meyer D Beck Explorer D Demuth	8951 C 8981 C LeMasters
17	18	19	20	21	22	23
8951 C 8981 C LeMasters	8952 A 8982 A Marler	8954 A 8982 A Marler D Demuth	8953 B 8983 B Meyer	8951 B 8983 B Meyer	8953 C 8981 C LeMasters	8953 C 8981 C LeMasters D Beck Explorer
24	25	26	27	28	29	30
8953 A 8982 A Marler D Browman	8952 A 8982 A Marler	8951 B 8983 B Meyer D Scaroni	8953 B 8983 B Meyer	8951 C 8981 C LeMasters	8952 C 8981 C LeMasters	8952 A 8982 A Marler D Beck Explorer





## Maintenance Report August 2023

8952 Command SUV: Flush transmission, replace O2 sensors, service, and safety inspection, replace front lower ball joints, front-end alignment, and recharge a/c system.

8951 Command SUV: Install LED headlights, replace coolant overflow tank, replace windshield washer fluid cap, rewire emergency radio, replace #2 battery, service and safety inspection.

8901 Engine: Replace solenoid for emergency lights and replace right rear running light.

8979 Support: Service and safety inspection, and replace solenoid for emergency lights.

8976 Rehab: replace a/c components, battery cable and new vacuum cable for blender door.

8911 Brush Truck: Rewire 2 rotator lights in lightbar and safety inspection.



8931 Rescue Truck: Rotate tires and safety inspection.

8977 Command SUV: Service and safety inspection and rotate tires.

8944 Water Tender: Replace alternator and regulator. Under Warranty)

8902 Engine: Repair ladder rack.

8954 Command SUV: Service and safety inspection, replace front brake pads and rotors, and rotate tires.

Replace soap dispensers in district.

Replace solar panels at the Bolan repeater site.

Admin: Convert hallway light to LED.

Station 1: Repair end on air hose for compressor.

Station 2: Replace doorknob on west end of station and replace the upstairs toilet seat.

Station 3: Repair plumbing to water tank 2 and convert bay restroom light to LED's.

## Illinois Valley RFPD Profit & Loss Budget vs. Actual July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4010-00 · Current Taxes	6,434.61	1,480,442.00	-1,474,007.39	0.44%
4020-00 · Prior Taxes	2,867.22	20,000.00	-17,132.78	14.34%
4630-00 · INTEREST INCOME				
Total 4630-00 · INTEREST INCOME	3,674.28	5,000.00	-1,325.72	73.49%
4710-00 · Miscellaneous				
Total 4710-00 · Miscellaneous	-5,123.72	2,243,066.00	-2,248,189.72	-0.23%
4712-00 · Explorers Savings	928.15			
<b>Total Income</b>	<b>8,780.54</b>	<b>3,906,508.00</b>	<b>-3,897,727.46</b>	<b>0.23%</b>
<b>Gross Profit</b>	<b>8,780.54</b>	<b>3,906,508.00</b>	<b>-3,897,727.46</b>	<b>0.23%</b>
<b>Expense</b>				
5000-00 · Personal Services				
Total 5000-00 · Personal Services	311,409.96	2,032,246.00	-1,720,836.04	15.32%
6000-02 · Materials & Services				
Total 6000-02 · Materials & Services	64,526.46	790,362.00	-725,835.54	8.16%
7000-03 · Capital Outlay				
Total 7000-03 · Capital Outlay	102,809.30	1,504,525.00	-1,401,715.70	6.83%
7950-03 · Contingency Fund	0.00	50,000.00	-50,000.00	0.0%
8000-04 · Debt Service/Lease Purchase Agr				
1070-00 · Flexlease US Bank Interest	0.00	19,016.00	-19,016.00	0.0%
1075-00 · Flexlease US Bank Principal	0.00	35,000.00	-35,000.00	0.0%
8002-01 · Rescue Engine - Principal	0.00	13,111.00	-13,111.00	0.0%
8002-02 · Rescue Engine - Interest/fees	0.00	479.00	-479.00	0.0%
Total 8000-04 · Debt Service/Lease Purchase Agr	0.00	67,606.00	-67,606.00	0.0%
8000-46 · Loan Fees	0.00	550.00	-550.00	0.0%
<b>Total Expense</b>	<b>478,745.72</b>	<b>4,445,289.00</b>	<b>-3,966,543.28</b>	<b>10.77%</b>
<b>Net Ordinary Income</b>	<b>-469,965.18</b>	<b>-538,781.00</b>	<b>68,815.82</b>	<b>87.23%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>BOND INDEBTEDNESS</b>				
4632-01 · Int Dist	5.21			
Total BOND INDEBTEDNESS	5.21			
4040-00 · Levy Funds				
Total 4040-00 · Levy Funds	2,483.50	395,833.00	-393,349.50	0.63%
9000-10 · Bond Taxes - Prior	1,097.72			
Total Other Income	3,586.43	395,833.00	-392,246.57	0.91%
<b>Other Expense</b>				
<b>Capital Projects Fund - Expense</b>				
8100-05 · Capital Improvements	0.00	0.00	0.00	0.0%
Total Capital Projects Fund - Expense	0.00	0.00	0.00	0.0%
Total Other Expense	0.00	0.00	0.00	0.0%
<b>Net Other Income</b>	<b>3,586.43</b>	<b>395,833.00</b>	<b>-392,246.57</b>	<b>0.91%</b>
	<b>-466,378.75</b>	<b>-142,948.00</b>	<b>-323,430.75</b>	<b>326.26%</b>



## Illinois Valley Fire District

681 Caves Highway  
Cave Junction, OR 97523  
phone: 541-592-2225 • fax: 541-592-6122  
www.ivfire.com

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August 28, 2023

Board of Directors  
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

Kim Oitto of 281 Blas Cerdena Dr, Cave Junction, OR 97523, owner of the property at 281 Blas Cerdena Dr, Map 39-08-33-AO TL 320, would like to annex 5.01 acres of their property into the Fire District for a total of 5.01 acres.

They will provide adequate driveway access or a signed non - compliance letter, thus adhering to the rules of the Oregon Fire Code and the Illinois Valley Fire District.

It is in the best interest of the Fire District that we annex the property.

See map attached.

Respectfully,

Kamron Ismaili  
Deputy Chief  
Operations / Prevention  
Illinois Valley Fire District

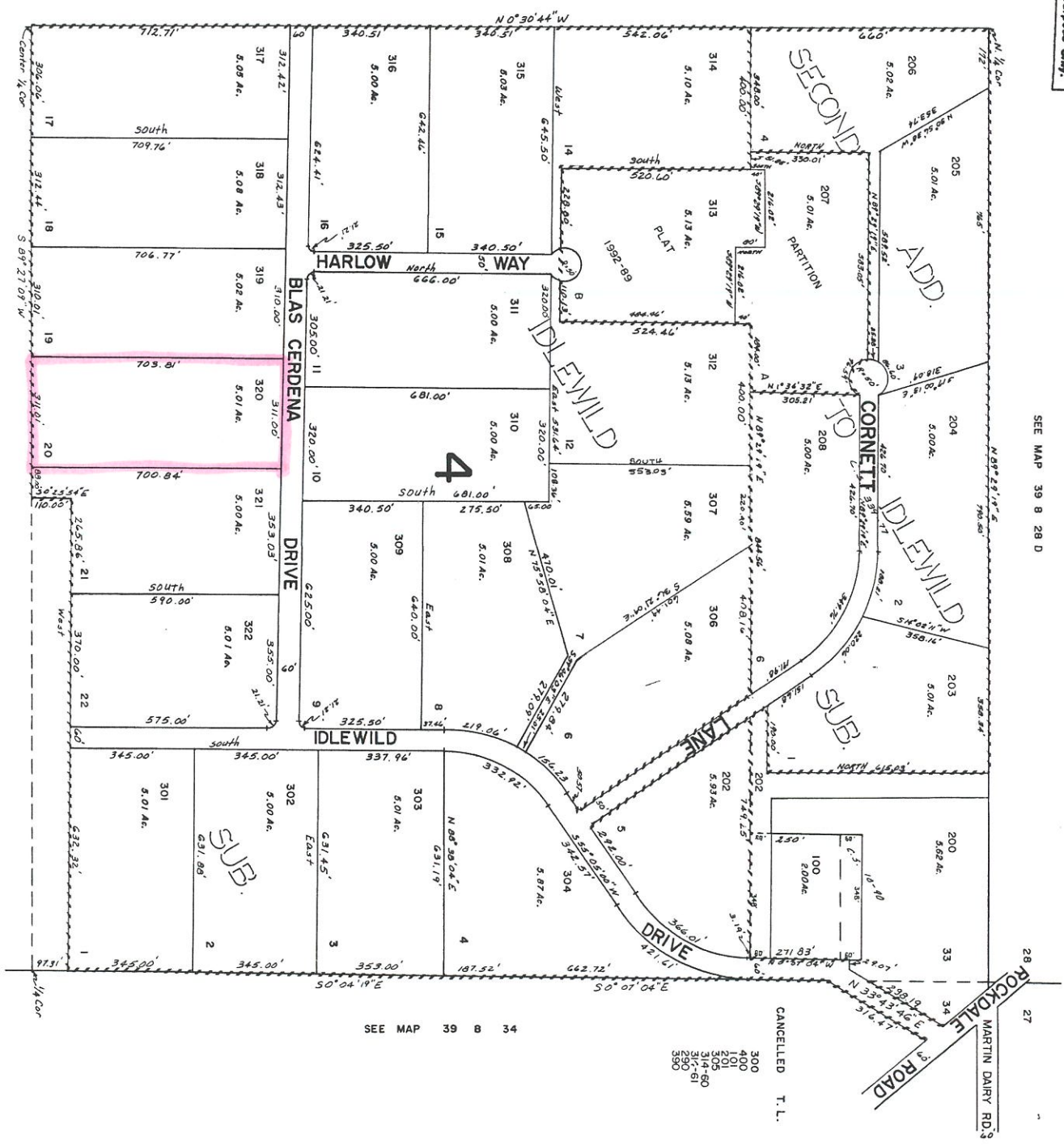
This map was prepared for assessment purpose only.

1" = 200'

SEE MAP 39 8 28 D

SEE MAP 39 8 33

R. Weber



SEE MAP 39 8 34

CANCELLED T. L.

300  
400  
201  
201  
305  
314-60  
314-61  
300

SEE MAP 39 8 33 D

39 8 33 A





## Illinois Valley Fire District

681 Caves Highway  
Cave Junction, OR 97523  
phone: 541-592-2225 • fax: 541-592-6122  
www.ivfire.com

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August 22, 2023

Board of Directors  
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

Lenard Greenwood & Natalie Greenwood of 8843 Deer Creek Rd, Selma, OR 97538, owner of the property at 8843 Deer Creek Rd, Map 38-06-18 TL 1501, would like to annex 13.59 acres of their property into the Fire District for a total of 18.59 acres.

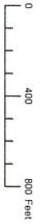
They will provide adequate driveway access or a signed non - compliance letter, thus adhering to the rules of the Oregon Fire Code and the Illinois Valley Fire District.

It is in the best interest of the Fire District that we annex the property.

See map attached.

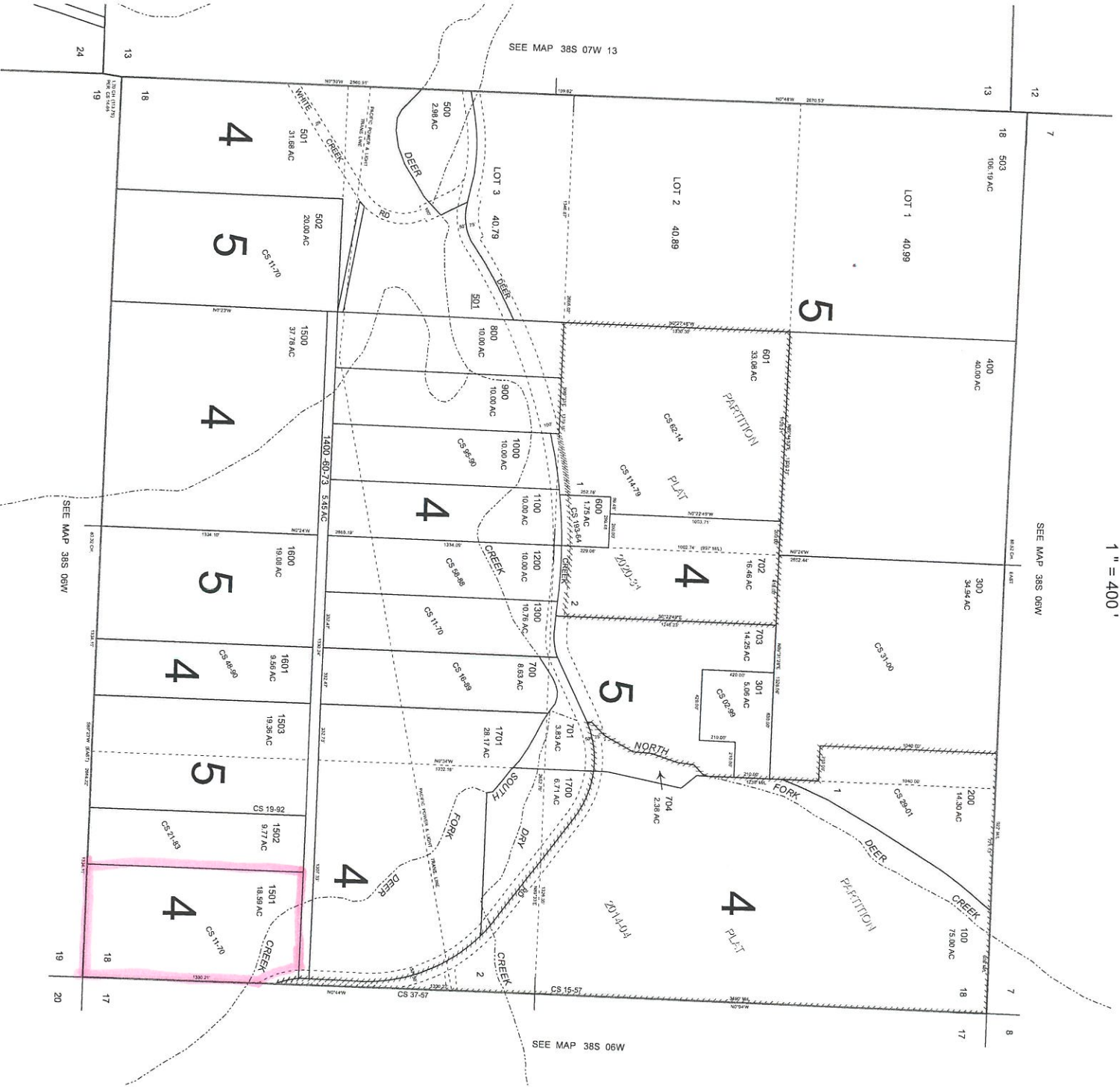
Respectfully,

Kamron Ismaili  
Deputy Chief  
Operations / Prevention  
Illinois Valley Fire District



SECTION 18 T.38S. R.6W. W.M.  
JOSEPHINE COUNTY  
1" = 400'

CANCELLED:  
790  
190





## Illinois Valley Fire District

681 Caves Highway  
Cave Junction, OR 97523  
phone: 541-592-2225 • fax: 541-592-6122  
www.ivfire.com

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August 29, 2023

Board of Directors  
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

Jacob L Felton Trust of 500 Greenview Dr, Cave Junction, OR 97523, owner of the property at 500 Greenview Dr, Map 40-07-18 TL 505, would like to annex 0.74 acres of their property into the Fire District for a total of 5.74 acres.

They will provide adequate driveway access or a signed non - compliance letter, thus adhering to the rules of the Oregon Fire Code and the Illinois Valley Fire District.

It is in the best interest of the Fire District that we annex the property.

See map attached.

Respectfully,

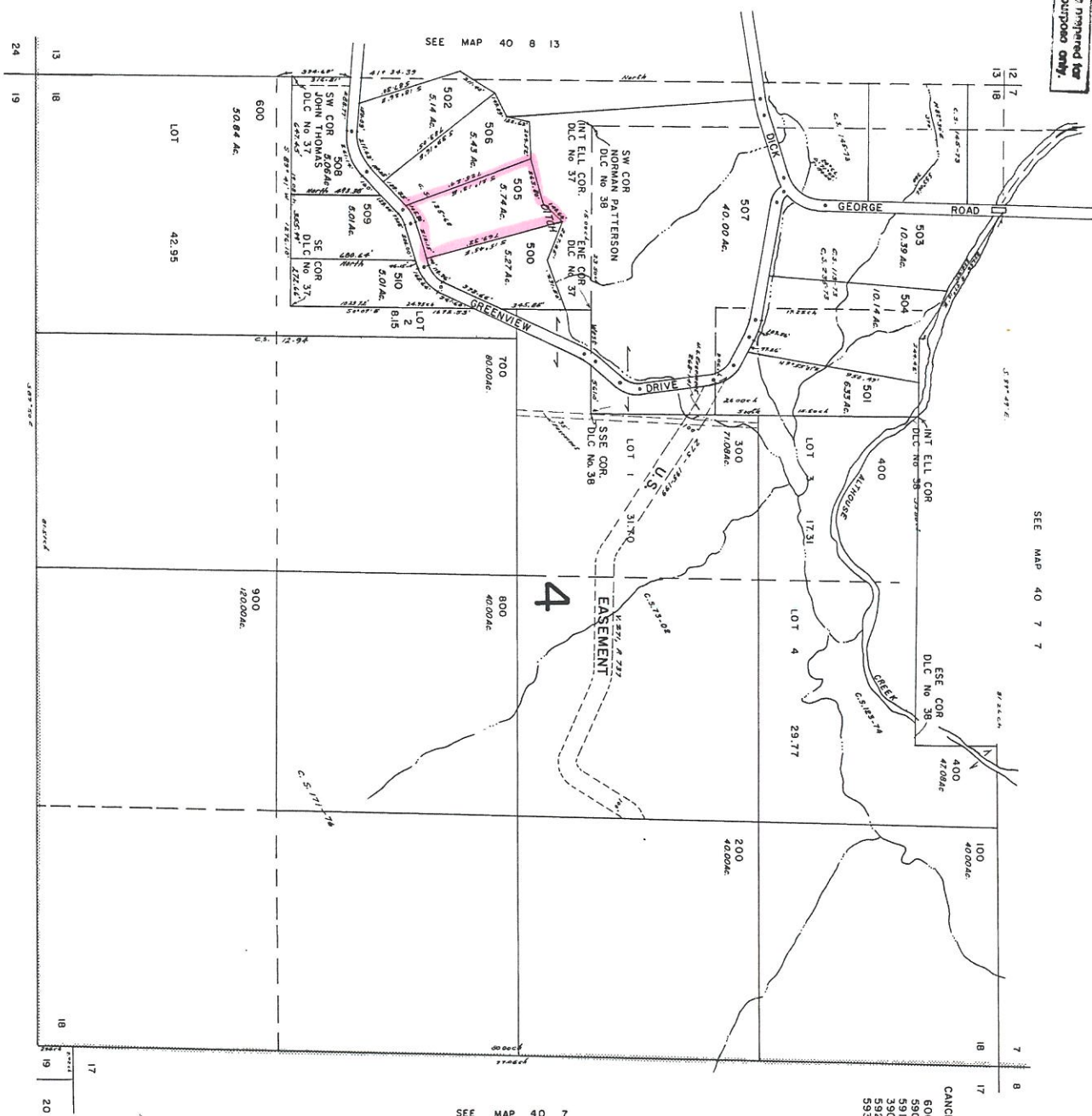
Kamron Ismaili  
Deputy Chief  
Operations / Prevention  
Illinois Valley Fire District

This map was prepared for  
assessment purposes only.

1"=400'

SEE MAP 40 7 7

CANCELLED T.L.  
600 MI  
590  
591  
390-90  
592  
593



SEE MAP 40 8 13

SEE MAP 40 7

SEE MAP 40 7





## Illinois Valley Fire District

681 Caves Highway  
Cave Junction, OR 97523  
phone: 541-592-2225 • fax: 541-592-6122  
www.ivfire.com

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August 22, 2023

Board of Directors  
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

Robert Wright & Lisa Witt-Widner of 20832 Redwood Hwy, Selma, OR 97538, owner of the property at 20832 Redwood Hwy, Map 38-08-22 TL 506, would like to annex 1.93 acres of their property into the Fire District for a total of 6.93 acres.

They will provide adequate driveway access or a signed non - compliance letter, thus adhering to the rules of the Oregon Fire Code and the Illinois Valley Fire District.

It is in the best interest of the Fire District that we annex the property.

See map attached.

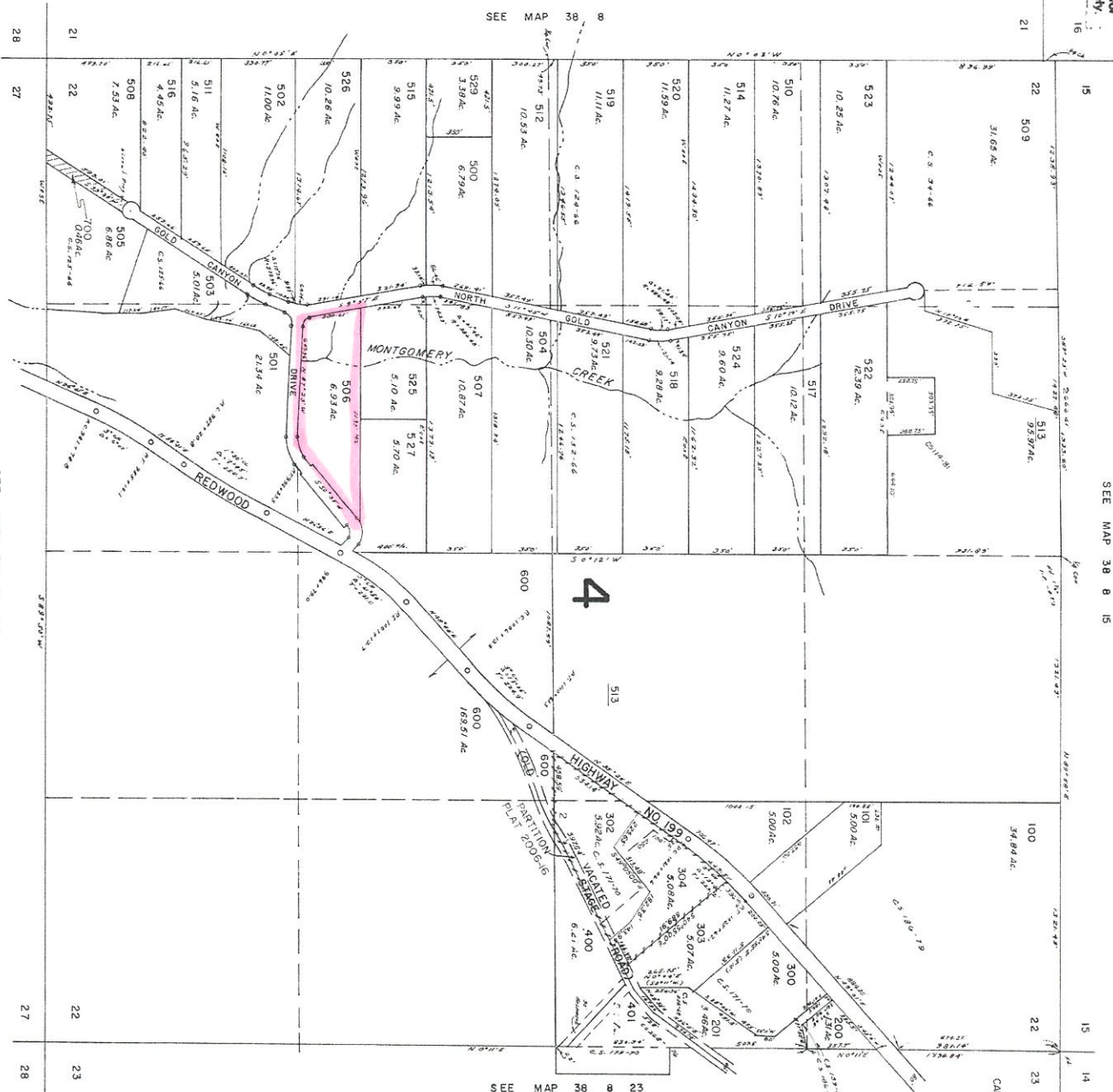
Respectfully,

Kamron Ismaili  
Deputy Chief  
Operations / Prevention  
Illinois Valley Fire District

This map was prepared for  
assessment purpose only.

SEE MAP 38 8 15

CANCELLED T.L.  
301  
302  
303



SEE MAP 38 8 27

**ILLINOIS VALLEY RURAL FIRE PROTECTION DISTRICT**  
**RESOLUTION 23-09**  
**Cost Recovery Fees**

**Whereas**, the Board of Directors (hereinafter referred to as "the Board") of Illinois Valley Rural Fire Protection District (hereinafter referred to as "the District") being aware of the need to develop adequate policies and regulations that enable the District to recover costs for services provided by District personnel; and

**Whereas**, Oregon Revised Statutes authorize local governments and other public bodies to charge private parties the reasonable estimate of the actual cost of providing services; and

**Whereas**, the Board has established Ordinance 03-01 and 10-01 that allows the District to collect fees related to providing services; and

**Whereas**, Resolution 23-01 needed to be revised; and

**Whereas**, the District can use service cost recovery as a financial disincentive to discourage individuals and business owners from unnecessary impact on District resources; and

**Whereas**, the District desires to establish a published system of regulations, including fees and charges, to recover the District's reasonable estimate of the actual cost, including labor and material, repairs and depreciation of capital assets, and other overhead;

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Directors the Illinois Valley Rural Fire Protection District;

**Section 1**, that the fees and charges imposed herein are not taxes subject to property tax limitations of Article XI, Section 11(b) of the Oregon Constitution; and be it further

**Section 2**, that the Board hereby adopts the fees, and charges specified in the Fee Schedule attached hereto; and be it further

**Section 3**, that such fees shall not be imposed as a penalty, but shall be calculated to recover the reasonable estimate of the actual cost to the District; and be it further

**Section 4**, that the Board will review these fees and charges every other year and may at any time amend the Resolution or the Fee Schedule as future circumstances may require; and be it further

**Section 5**, that the Fire Chief is authorized to apply the rules and fees consistent with the District policy on cost recovery fees and this Resolution; and be it further

**Section 6**, that all former Resolutions/ordinances or parts thereof conflicting or inconsistent with the provisions of this Resolution as amended and adopted herein are hereby repealed; and be it further

**Section 7**, that if any section, subsection, sentence, clause or phrase of this Resolution is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this Resolution. The Illinois Valley Rural Fire Protection District hereby declares that it would have passed this


Resolution, and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsection, sentences, clauses and phrases be declared invalid.

DATE OF EFFECT

This Resolution shall take effect and be in force on the same day of adoption by the Board of Directors of the Illinois Valley Rural Fire Protection District.

Adopted this 11th day of September 2023.

Illinois Valley Rural Fire Protection District

X   
Richard Bouchard, Board President

X   
Cheryl Johnson, Board Secretary



**ILLINOIS VALLEY RURAL FIRE PROTECTION DISTRICT**

**RESOLUTION 23-09**

*(Revision of Resolution 23-01)*

**Cost Recovery Fees**

**FEE SCHEDULE**

Fees for service shall be limited to cost recovery. Methods of calculating the cost of services shall be identified and generally based upon the average cost or specific cost of providing the service. Cost calculations will include direct costs (apparatus, personnel, and any miscellaneous supplies and services) and indirect costs (administrative costs and overhead).

The Office of the State Fire Marshal has established a standardized schedule of costs associated for apparatus and response (OAR 837-130). This model will be used, when applicable, to guide the establishment of costs associated with apparatus usage.

**Apparatus Costs**

Rescue .....	\$ 150.00	per hour
Fire Engine Type I.....	\$ 100.00	per hour
Fire Engine Type II.....	\$ 80.00	per hour
Fire Engine Type III.....	\$ 60.00	per hour
Fire Engine Type VI.....	\$ 50.00	per hour
Water Tender .....	\$ 80.00	per hour
Air Trailer .....	\$ 100.00	per hour
Mass Casualty Trailer .....	\$ 40.00	per hour
ALS Support Vehicle .....	\$ 40.00	per hour
Support Vehicle .....	\$ 40.00	per hour
Command Vehicle .....	\$ 45.00	per hour
Staff Vehicle .....	\$ 30.00	per hour

**Personnel Costs**

Command Staff Personnel .....	\$ 90.00 - \$ 125.00	per hour
Shift Engineer / Lieutenant .....	\$ 40.00	per hour
Shift FF/Operator .....	\$ 35.00	per hour
Inspection Personnel .....	\$ 25.00	per hour
Volunteer Officer Personnel .....	\$ 19.94	per hour
Volunteer Operator Personnel .....	\$ 18.86	per hour
Volunteer Personnel .....	\$ 16.71	per hour

Note: There will be a one-hour minimum charge at the above rates for all incidents billed. For each portion of an hour thereafter, will be charged in hourly increments - (hours will not be prorated).

**Miscellaneous Supplies and Services**

Miscellaneous and disposable supplies used will be billed on specific usage and/or cost of replacement. Cost of outside vendors or services used shall be billed without markup. Emergent / non-emergent costs associated with a governmental subdivision shall be billed. Other expenses directly related to the service delivery shall be billed.

Landing Zone Setup ..... \$ 250.00  
Suppression ..... \$ 500.00

**Administrative Costs and Overhead**

Invoice billing fees as follows:

Dispatch Fees ..... \$ 50.00  
Processed invoice ..... \$ 50.00  
Report Gathering ..... \$ 25.00  
Operational Administrative Fee ..... \$ 375.00 includes dispatch fees, fuel used on-scene, restoration time for all on-scene apparatus as well as reimbursement for the purchase, maintenance and replacement of equipment and training needed for MVA or specialty rescue responses.  
Failure to pay invoice ..... 30% added to balance due and sent to collections

Administration fees as follows:

Overhead, legal, administrative, or fiscal work ..... \$ TBD

**Automatic Monitored Fire Responses**

Nuisance automatic fire alarm responses will be charged per calendar year as follows:

First, second, and third False Alarm ..... \$ 0.00  
Fourth and fifth False Alarm ..... \$ 50.00  
Sixth and seventh False Alarm ..... \$ 100.00  
Each False Alarm after the seventh ..... \$ 150.00

**Non-Emergent Medical Responses**

Lift Assist / Non-Transport responses will be charged per calendar year as follows:

First, second, third and fourth responses ..... \$ 0.00  
Each Lift Assist / Non-Transport after the fourth ..... \$ 150.00

**Fire Code Enforcement Fees**

Fire code inspections will be billed as follows:

Initial Inspection ..... \$ 0.00 Per Violation  
1st Non-Compliance re-inspection ..... \$ 0.00 Per Violation  
2nd Non-Compliance re-inspection ..... \$ 50.00 Per Violation  
3rd Non-Compliance re-inspection ..... \$ 100.00 Per Violation

4th Non-Compliance re-inspection and up ..... \$ 150.00 Per Violation  
After hours requested inspection ..... \$ 50.00  
Warrant Fees..... \$ TBD

Special Events Inspections Fee will be as follows:

Each event ..... \$ 50.00

Fireworks permit fees will be as follows:

Indoor Booth or Outdoor Tent..... \$ 50.00  
Firework Display - Event..... \$ 50.00

**Open Burning**

Burn permit ..... \$ 0.00  
Development permit..... \$ 50.00  
Burning violation ..... \$ 0.00 - \$ 250.00 per violation  
Burning violation 2nd Non-Compliance and up ..... \$ 250.00 per violation and/or suppression cost  
Burning violation resulting in an uncontrolled or  
Escaped fire ..... \$ 250.00 per violation and/or suppression cost

**Transportation Route Response**

Transportation route responses will be billed on a per hour basis of the rate above for the commitment of apparatus, personnel, supplies and services. In addition, standardized administrative costs and overhead will be added to each invoice.

**Response to Inadequately Protected or Unprotected Areas**

Responses to unprotected areas will be billed on a per hour basis of the rate above for the commitment of apparatus, personnel, supplies and services. In addition, standardized administrative costs and overhead will be added to each invoice.

**Incident or Event Standby**

Standbys will be billed on a per hour basis of the rate above for the commitment of apparatus, personnel, supplies and services. In addition, standardized administrative costs and overhead will be added to each invoice.

**Annexation**

Out of District boundary annexation fee will be as follows:

Annexation petition filing..... \$ 100.00

**Public Record Request**

Requests requiring less than one-quarter of an hour to complete (including labor) will be as follows:

District residents, patients, victims.....	\$ 0.00 (Basic incident report)
B & W Incident report (up to 7 pages) .....	\$15.00
Additional Pages	
Photocopying per B & W page .....	\$ 0.25
Photocopying per color page .....	\$ 1.25
CD Creation .....	\$ 5.00
Photos Copied (only those that are public record)	
(reproduction of ALL photos is PROHIBITED without prior written photographer consent)	
US Mail .....	\$ 5.00

Requests requiring more than one-quarter of an hour to complete will include:

Staff time (actual wage costs including benefits and overhead).

Archiving retrieval/restoration cost.

Disposable supplies, postal expenses, and other actual costs associated with the request.

### **Training Class Fees**

A fee may be charged to outside agencies or the public attending District trainings and classes. The Fire Chief will determine the fee based upon cost analysis for each specific class. Class costs may include depreciation of props as a portion of the fee. If outside agencies request instructor(s), fees if applicable, will be based upon a signed contract for service.

### **Facilities Use Fees**

The District allows the use of the facilities on a first come, first serve basis when the proposed use does not interfere with District activities. The District reserves the right to refuse service to any person/ group.

A. Admin Conference Room.....	\$30.00/hr.
B. Training Center .....	\$15.00/hr. per Zone
1. Charges are based on the needed area(s) and/ or usage of the Training Center	
C. Cleaning Fee .....	\$150.00
D. Damaged District property .....	Repair or Replacement cost
E. Substantial use of consumable materials .....	Replacement cost
F. Live Fire Burn Prop (includes props and consumables) Fee .....	\$100.00/ per day
1. Facilitator/Instructor: .....	
	\$90/hr. per person

Special Considerations:

1. Requests for live fire facilitators/instructors will require two (2) facilitators/instructors on each burn day (The Fire Chief reserves the right to negotiate these fees).
2. Propane is not included in the Facility and/ or Training Center fee schedule and will be billed based on actual use at market rate.

The Fire Chief may determine fee waiver, fee reduction or additional fees based upon each use.



**Jamie Paul**

---

**From:** Cheryl Azevedo Johnson <cajohnson614@gmail.com>  
**Sent:** Thursday, August 24, 2023 9:19 AM  
**To:** Jamie Paul; John Holmes  
**Subject:** Fwd: Thank you for registering for 2023 Oregon Fire Service Conference Registration

Hi Jamie -

I sent in my registration for the OFDDA Conference this morning. Please put "OFDDA Conference Approval" on the agenda for September, as I will not be at the October board meeting. OFDDA will be sending an invoice to IVFD for my registration. Please note, if five or more attend, we will get a 10% discount on registration. I do not know how many others, besides Chief, plan to attend.

Thank you! Cheers, Cheryl

----- Forwarded message -----

**From:** Mandy Grauerholz <mandy@ofdda.com>  
**Date:** Thu, Aug 24, 2023 at 9:14 AM  
**Subject:** Thank you for registering for 2023 Oregon Fire Service Conference Registration  
**To:** <cajohnson614@gmail.com>

## **2023 Oregon Fire Service Conference Registration**

Please join us for our Annual Oregon Fire Service Conference! This year we will be at the Seaside Convention Center in Seaside, Oregon!

**Thursday, November 2, 2023 at 7:00 AM PDT**  
**-to-**  
**Saturday, November 4, 2023 at 11:30 AM PDT**

**Seaside Convention Center**  
415 1st Ave  
Seaside, OR 97138

Thank you again for registering for the 2023 Oregon Fire Service Conference. This email is confirmation of your successful registration. We will be sending an invoice to your district/department as soon as possible. If you have any questions or if any of the information displayed below is incorrect, please contact OFDDA Staff at 503-378-0896 or [mandy@ofdda.com](mailto:mandy@ofdda.com)

Just a reminder, cancellations and refund requests must be made in writing via fax, email, or mail. Cancellations received after October 16 are non-refundable; however, substitutions are encouraged and incur no additional fees.

**Personal Information**

First Name: Cheryl  
Last Name: Johnson  
Email Address: [cajohnso614@gmail.com](mailto:cajohnso614@gmail.com)  
Cell Phone: 541-415-0199  
Title for Badge: Board Secretary

**District Information**

Department: Illinois Valley Fire District  
Address 1: 671 Caves Hwy.  
City: Cave Junction  
State: Oregon  
ZIP Code: 97523  
Phone: 541-592-2225

**Other Information:**

Is this your first time attending the Oregon Fire Service Conference? No  
Is this your first year as a Fire District Director? No  
Please list any dietary restrictions you or Gluten free your guest have:  
Will you be attending the Vendor/Sponsor Appreciation Night Yes

Including Black Jack & Carnival Games  
(Thursday, November 2, 5:00 p.m.) ?

**Course Selections:**

Please choose which class(es) you plan to attend on Thursday, November 2:  
(Please do not choose more than one session that starts at the same time)

- 9:00am - Keynote Address
- 10:00am - Ballot Measure Bootcamp
- 1:30pm - Collective Bargaining
- 3:15pm - Measuring Emergency Service Delivery Performance

Please choose which class(es) you plan to attend on Friday, November 3:  
(Please do not choose more than one session that starts at the same time)

- 8:15am - Change and Transition
- 10:00am - Cooperative Service Agreements
- 1:00pm - SDAO Presentation
- 3:15pm - Round Table Facilitated Discussions

Please choose which class(es) you plan to attend on Saturday, November 4:  
(Please do not choose more than one session that starts at the same time)

- 8:15am - Understanding BOLL Law to Keep Your Districts
- Volunteer/Intern/Junior Firefighter...
- 10:00am - Igniting Your Best Self

**Payment Method:** Check

**Please make check payable to:**

OFDDA  
1284 Court Street NE  
Salem, OR 97301

**Payment Summary**

<i>Name</i>	<i>Type</i>	<i>Quantity</i>	<i>Fee</i>	<i>Total</i>
Cheryl Johnson	Full Conference Registration - Member	1	\$350.00	\$350.00
				<b>Total \$350.00</b>

**Contact**  
Mandy Grauerholz  
Oregon Fire District Directors Association

503-378-0896

[mandy@ofdda.com](mailto:mandy@ofdda.com)

[Add to Calendar](#)

[Go to event page](#)

This email was sent to [calohanson614@gmail.com](mailto:calohanson614@gmail.com) by [mandy@ofdda.com](mailto:mandy@ofdda.com) because you registered for 2023 Oregon Fire Service Conference Registration. [Click here if you no longer wish to receive emails about this event.](#)

Oregon Fire District Directors Association | 1284 Court Street | Salem | Oregon | 97301