

TUALATIN VALLEY FIRE RESCUE  
**TEMPORARY SERVICES**

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**10170 Logistics Administration**

Temporary Services	Temp support to accommodate workload and special projects - 160 hrs @ \$20.	3,200
	<b>Total</b>	<b><u>3,200</u></b>

**10215 Information Technology**

IT Asset Management	Additional temp funds to help the new System Administrator get accurate information into our tracking software on all hardware, software, and licenses - 320 hrs @ \$25.	8,000
	<b>Total</b>	<b><u>8,000</u></b>

**10230 Recruits**

Temporary Service	The use of a transcriptionist during the past several academies has proven much more effective in completing WORs. This is critical when correcting behaviors and performance that might lead to termination. This significantly improves documentation and reduces exposure to lawsuits for wrongful termination - 4hrs/day x 5 days/wk x 13 wks x \$23.00.	5,980
	<b>Total</b>	<b><u>5,980</u></b>

**10304 Human Resources**

Temporary Services	Temp for HR admin support - 15 days @ \$2,500; recruiting support - 10 days @ \$1,800; Ceridian conversion - 1 month @ \$5,000; Ops appraisal process - 10 days @ \$120; open enrollment - 10 days @ \$120.	6,800
	<b>Total</b>	<b><u>6,800</u></b>

**10402 Training**

Wildland In-Service Support	The wildland in-service requires two support personnel managing supplies, running errands for the instructors, and supplying rehab supplies. To do this we hire some of our volunteers through a temp agency - 7 days x 2 people x 10 hrs x \$22.00.	3,080
Temporary Service	Historical data. Support assistance to cover phones, help during peak activity periods such as recruit academies, AO academies etc. Maintains current service level.	1,600
	<b>Total</b>	<b><u>4,680</u></b>

**10421 Occupational Health Services**

Temporary Services	Hourly RN support.	1,200
	<b>Total</b>	<b><u>1,200</u></b>

**10425 Wellness Program**

Temporary Services	Support personnal for pre-physical examinations.	2,500
	<b>Total</b>	<b><u>2,500</u></b>

**10571 Fleet Maintenance**

## Account 5417 - Temporary Services, Continued

### 10571 Fleet Maintenance

Temporary Services	Additional labor for data entry projects - 24 days x 8 hrs @ \$20.00.	3,840
		<b>Total</b> <u>3,840</u>

### 10582 Facilities Maintenance

Temporary Services	Potential need for temporary services.	3,000
		<b>Total</b> <u>3,000</u>

### 10800 Fire Marshal's Office

Temporary Services	Temporary services necessary to provide coverage for vacations and planned time off primarily for administrative help.	3,000
		<b>Total</b> <u>3,000</u>
		<b>Total</b> <u><u>42,200</u></u>

TUALATIN VALLEY FIRE RESCUE  
**EXTERNAL TRAINING**

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**10120 Board of Directors**

External Training	Based on previous FY.	2,570
		<b>Total</b> <u>2,570</u>

**10150 Fire Chief's Office**

External Training	Misc. external training.	4,345
External Training	Registration fees for Lead AA and 1.50 FTE Admin Assts. - OFSOA meetings and seminars.	1,400
		<b>Total</b> <u>5,745</u>

**10170 Logistics Administration**

External Training	Data Analyst and GIS specialized computer training - 2 @ \$1,000.	2,000
External Training	GIS conference (ESRI).	1,295
External Training	AC IAFC/ODCA/SDAO.	1,000
External Training	Deccan conference (specialized response analysis software) - 2 @ \$450.	900
External Training	Special Projects Coordinator - \$300 for Accreditation workshop registration.	300
External Training	Annual IAFC conference registration fee - Wells.	700
		<b>Total</b> <u>6,195</u>

**10175 Communications & Technology**

External Training	DC and Communications Manager -ITIL conference - 2 @ \$1,195.	2,390
External Training	Communications Manager - IAFC or FDIC.	500
External Training	Computer classes for Program Assistant.	500
		<b>Total</b> <u>3,390</u>

**10200 Emergency Operations Admin**

External Training	Duty Chief training.	3,000
External Training	Misc. community college classes and conferences.	3,000
External Training	OFCA Conferences registration - 5 personnel @ \$275 x 2 conf.	2,750
External Training	NW Mgmt Seminar registration - 9 personnel @ \$275.	2,475
External Training	FDIC East registration - 2 Ops personnel and 2 SEEC @ \$600.	2,400
External Training	Woman in Fire Service conference registration (Union covers \$1,500 of total cost) - 3 personnel @ \$700.	2,100
External Training	Firehouse World Expo registration - 6 Ops personnel @ \$350.	2,100
External Training	ISO certification and recertification classes.	2,000
External Training	IAFC Conference registration - 4 personnel @ \$400.	1,600
External Training	Institute classes.	1,500

## Account 5461 - External Training, Continued

### 10200 Emergency Operations Admin

External Training	Redmond Symposium registration - 2 personnel @ \$500.	1,000
External Training	ISO Conference registration - 2 personnel @ \$450.	900
External Training	Chaplains CISM Training registration - 3 @ \$250.	750
External Training	Admin staff education.	750
	<b>Total</b>	<b>26,325</b>

### 10205 Emergency Medical Services

External Training	Tuition for EMS Conferences, ACLS, PHTLS, PEPP etc.	3,500
	<b>Total</b>	<b>3,500</b>

### 10210 Finance

Miscellaneous conferences for Finance and CFO	CPE requirements to maintain CPA license, staff training on budget law, GASB rule changes, accounting and payroll updates.	3,574
	<b>Total</b>	<b>3,574</b>

### 10215 Information Technology

External Training	Based on actual and planned usage.	13,000
External Training	Training for Sr. IT Administrator.	3,000
Training and Conferences	Database administrator.	1,500
	<b>Total</b>	<b>17,500</b>

### 10220 Supply

External Training	Maintain based on current year expenditure level.	1,000
	<b>Total</b>	<b>1,000</b>

### 10300 Volunteer Administration

External Training	Oregon EMS Conference - 5 @ \$220; Newport EMS Conference - 4 @ \$125; COW - 4 @ \$100; OVFA Conference - 10 @ \$125; IAFC/VCOS - 4.5 @ \$300.	4,600
	<b>Total</b>	<b>4,600</b>

### 10304 Human Resources

External Training	New staff needs training, Ceridian, HR training for BC, four HR conferences, two female FF to annual women's conference, college courses, SHRM class.	12,000
	<b>Total</b>	<b>12,000</b>

### 10402 Training

MFOA Registration	Registration for the Metro Fire Officer Academy. Continued retirements and unknown PERS situation will contribute to more personnel wanting to attend this academy and prepare for promotion. This 120-hour academy meets Fire Officer 1 and is the primary tool for preparing our Company Officers - 18 @ \$600.	10,800
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## Account 5461 - External Training, Continued

### 10402 Training

TO Conference Registrations	Professional development for each of the Training Officers, including one National level conference and one State level conference registration, as part of their annual performance objectives - 5 @ \$1,000.	5,000
MFOA Tuition	College tuition paid on a contract basis for the Metro Fire Officer Academy participants - 20 @ \$100.	2,000
CPR/AED Recertification-Support Personnel	Required CPR/AED for TVF&R staff, contracted with CPR Lifeline classes. This is a two year certification with 50% of the workforce budgeted for each year - 75 @ \$25.	1,875
DC Conference Registrations	Chief Training Officer registration fee for National level fire related conference -\$500; and two State (OFIA & OFCA) conferences or seminars - \$250.	1,600
Professional Development	Conferences and software classes.	1,500
	<b>Total</b>	<b>22,775</b>

### 10420 External Training

External Training	CPR Instructor registration fees for up to 4 instructors per city - 12 spots @ \$175.	2,100
	<b>Total</b>	<b>2,100</b>

### 10421 Occupational Health Services

External Training	Conference attendance.	500
	<b>Total</b>	<b>500</b>

### 10425 Wellness Program

External Training	Training for staff to keep current certifications updated.	1,750
	<b>Total</b>	<b>1,750</b>

### 10451 Media Services

External Training	Media editing training/workshop and NAB.	1,000
	<b>Total</b>	<b>1,000</b>

### 10460 Public Education

External Training	Pub Ed conferences.	1,000
	<b>Total</b>	<b>1,000</b>

### 10571 Fleet Maintenance

Seminars	One day local seminars for administrative staff - 3 local seminars x 6 people @ \$200.	3,600
Technical classes	Technical classes for mechanic staff on major component systems to maintain technical education levels - 1 tech class x 3 techs @ \$800.	2,400
DPSI iMaint Users Conference	Registration cost for week long DPSI iMaint users conference for Apparatus Assistant.	700
	<b>Total</b>	<b>6,700</b>

### 10582 Facilities Maintenance

## Account 5461 - External Training, Continued

### 10582 Facilities Maintenance

External Training	iMaint Administrator/Implementation Training and Assistance.	7,000
<b>Total</b>		<b>7,000</b>

### 10621 Wildland Team

Tuition for Central Oregon Fire School (COWS)	Continuing education/skill improvement - 18 @ \$100.	1,800
Registration for Engine Boss	Continuing education/skill improvement - 20 @ \$75.	1,500
Registration for Wildland conference	Continuing education/skill improvement - 4 @ \$300.	1,200
Registration for Hunter Ligett wildfire school	Continuing education/skill improvement - 6 @ \$180.	1,080
Registration for Task Force Leader	Continuing education/skill improvement - 10 @ \$75.	750
<b>Total</b>		<b>6,330</b>

### 10622 Technical Rescue

External Training	To provide outside training opportunities for 3 of the TRT lead instructors, and then provide training to balance of the team, included in 3-year plan. Amount remained the same based on previous year's expenditures.	2,500
<b>Total</b>		<b>2,500</b>

### 10625 HazMat Team

External Training	Same as previous year.	3,000
<b>Total</b>		<b>3,000</b>

### 10626 Water Rescue

External Training	Amount Increased over last year due to adding one new water rescue person to the team. Swiftwater Rescue Technician Advanced - 18 @ \$350; Oregon Boating Basics - \$100.00; DPSST Deck Hand - \$300.00; DPSST Boat Operator - \$400.00; Open Water Scuba Diver - \$300.00.	7,400
<b>Total</b>		<b>7,400</b>

### 24000 Emergency Management-Dir. Exp.

OCEM Director training course registration costs	Registration fees to attend OEMA and IAEM Conferences and EMI or CSTI training courses.	160
<b>Total</b>		<b>160</b>

### 10750 Emergency Management

External Training	Registration fee for annual disaster management conference in Florida - \$350; plus local training (current year example: Joint Information Ctr. class).	550
<b>Total</b>		<b>550</b>

### 10800 Fire Marshal's Office

## Account 5461 - External Training, Continued

### 10800 Fire Marshal's Office

External Training	Registration and material costs associated with attending outside training: OFMA - 4 reg; Oregon IAAI - 3 reg; WA NWFI - 1 reg; OBOA - 2 reg; National IAAI - 1 reg (Wolff); special topics (HazMat, Hoods, etc.) - 2 reg; NFPA - a reg; ICC - 1 reg; ICC Code Hearing - 2 reg; Juvenile Fire Setter - 1 reg; Public Educators - 2 reg; Software Applications - 1 reg; ICC Special Topics - 5 reg; IAFC - 1 reg; CEU requirement support - 6 reg.	12,295
External Training	Registration for one attendee at the national apartment manager training conference.	625
External Training	Registration for Water Liaison Program Manager to attend national conference.	300
	<b>Total</b>	<b>13,220</b>

### 10900 Community Services

External Training	Photoshop and Indesign training, city leadership programs, NOIA, and regional 3CMA conference.	2,500
	<b>Total</b>	<b>2,500</b>
	<b>Total</b>	<b>164,884</b>