



# CHARLESTON FIRE DISTRICT

92342 Cape Arago Hwy., Coos Bay, OR. 97420-8745

**"WE'RE HERE FOR LIFE"**

**These minutes are a draft until adopted by the Board of Directors and signed by the Board Secretary.**

**December 20, 2023**

Charleston Rural Fire Protection District **Regular Meeting** of the Board of Directors

Called to Order: 6:09 PM

Flag Salute

Roll call:

Present: Roy Holland, Nancy Santos, Don Manley, Ed Powers & Chief Mick Sneddon

Zoom: Dave Richards, Jane Stebbins (Legal Counsel), Chris Mahr (Auditor)

## **Consent Agenda:**

1. Minutes of the prior meeting: Regular meeting November 15, 2023
2. Financial: Approval of the statements of revenue and expense & check register

Petty Cash	\$100.00
Operating	\$40,746.24
Prime	\$57,091.83
LGIP Acct 1	\$428,677.19
Total Operating	\$526,615.26
BERF	\$45,660.91
Debt Service	\$132,912.63
Total All Funds	\$705,188.80

**Motion:** Don Manley, 2<sup>nd</sup> by Ed Powers to approve the consent agenda as proposed.

Discussion: None

Motion Carried by Unanimous Decision

## **Reports & Correspondence:**

Chris Mahr of Chris Mahr & Associates addressed the Board via Zoom Meetings regarding the fiscal year 22/23 audit report. The only issue to report was the overage on the PERS line item which was a coding issue caused by PERS regarding Chief Sneddon's work back. Chief noted staff worked for several months to get PERS to finally give a correct answer. Chris also asked if we had paid the audit fee to the State of Oregon, Chief replied no. Chris will contact the Audits division as to why the website refused payment when they uploaded the report.

Chief gave the Administrative Report: Alarm and drill statistics and operations report. Chief added a short report on the major incidents staff responded to this year including 6 gunshot wounds on 4 alarms and 15 structure fires. Chief also reported the plan to pay off the Flexlease loan a year early during FY 24/25.

## **UNFINISHED BUSINESS:**

No unfinished business required action

## **NEW BUSINESS:**

### **Audit Report**

Chief Sneddon requested the Board vote on accepting the audit report for fiscal year 2022/2023 as presented by Chris Mahr & Associates at the beginning of the meeting.

**Motion:** Don Manley, 2<sup>nd</sup> by Ed Powers to approve the audit report for fiscal year 22/23 as proposed.

Discussion: None

Motion carried by a unanimous vote

### **Purchase Order**

Purchase of the first of reconditioned heart Monitors. Staff is still seeking the funding for the second unit. What I have found out is the monitor we currently are using no longer have the FDA approval.

Funding:

Charleston Firefighters' Association: \$10,000

Kokwel Community Fund: \$7,500

Coos Bay Rotary Club: \$10,000 (requested, waiting on approval)

District to make up the rest from the Equipment Reserve Fund:

Items to be purchased:

Two (2) Zoll X Series: 12-lead, Pacing, SPO2, SPCO, NIBP, IBP/TEMP, CPR Expansion Pack, ETCO2 Includes carry case and all accessories Certified Pre-owned.

My recommendation is to purchase the two units from Enerspect. They have included the first annual preventative Maintenance and calibration at no charge and will be done before the 1-year warranty expires so if anything is found it will be covered. We have a long-standing working relationship with them as well as they have worked on our machines for several years and have provided small items sometimes at no cost to help.

**Motion:** Don Manley, 2<sup>nd</sup> by Nancy Santos to approve the purchase of two Zoll X Series: 12-lead, Pacing, SPO2, SPCO, NIBP, IBP/TEMP, CPR Expansion Pack, ETCO2 Includes carry case and all accessories Certified Pre-owned from Enerspect Medical Solutions in the amount of \$37,110.40.

Discussion: Chief - Funding is in place for the first unit, when funding is conformed for the second unit, it will be ordered.

Motion carried by a unanimous vote

COST ABSTRACT		Vendors & bid amounts			
4/19/2023		Enerspect	One Beat Medical & Training	Coro Medical LLC	
		35 E Horizon Ridge Pkwy	3151 Executive Way	416 Mary Lindsay Polk Dr	
		#110,PMB 50	Miramar, FL 33025	Suite 505	
		Henderson, NV 89002		Franklin, TN 37067	
Quantity	item/project	Budget			
2	Zoll X Series: 12-lead, Pacing, SPO2, SPCO, NIBP, IBP/TEMP, CPR Expansion Pack, ETCO2 Includes carry case and all accessories Certified Pre-owned		\$37,110.40	\$46,430.00	\$37,070.00
			Includes \$1,750 trade in allowance on a Phillips heart monitor, plus no charge for first year PM inspection and calibration		

**If Enerspect is chosen, the board will need to declare surplus a Phillips Heartstart monitor. Staff will have the specifics on which machine at the board meeting.**

**SALES ORDER ACKNOWLEDGEMENT**

S.O. No.      DATE  
 68082      12/14/2023



**BILL TO:**

Charleston Rural Fire  
 Protection District  
 Accounts Payable  
 92342 Cape Arago Hwy  
 Coos Bay, OR 97420

**SHIP TO:**

Charleston Rural Fire Protection District  
 Battalion Chief Jerry Huff  
 92342 Cape Arago Hwy  
 Coos Bay, OR 97420

THIS IS NOT AN INVOICE.  
 ENERSPECT WILL SUBMIT A  
 SEPARATE INVOICE TO YOU  
 FOR PAYMENT. THE INVOICE  
 MAY INCLUDE ADDITIONAL  
 COSTS NOT REFLECTED ON  
 THIS ORDER SUCH AS SALES  
 TAX.

Terms		Ship Via		P.O. No.	
Net 90		FedEx Ground			
QTY	PART No.	DESCRIPTION	DISC PRICE	TOTAL	
**HOLD FOR BOARD APPROVAL - 12/21**					
2	ZollX-135	Zoll X-Series with 12-lead, Pacing, SpO2, NiBP, etCO2, SpCO, AED, BT, with all accessories Certified Pre-owned - Subject to Availability	20,250.00	40,500.00	
2	1YRWTYA	1 Year Warranty - CPO Zoll X	0.00	0.00	
2	Trade-In	MRx The trade-in equipment must be shipped using the included label with proper packing materials to prevent items from being damaged, be in good working condition, and no modifications may be made to the manufacturer specifications. All power cables & peripherals must be returned with the trade in product. Batteries are the exception; please DO NOT ship batteries. Trade in devices to be received within 14 days of completion of order or we will re-invoice for trade in amount.	-1,750.00	-3,500.00	
2	PMALS-D	Zoll X ALS Monitor/Defibrillator Preventative Maintenance - Depot Performance assurance, calibrations, simulated use labor. Parts, loaner and shipping not included. Year 1	0.00	0.00	
	Shipping	Shipping Includes return shipping for trades	110.40	110.40	

Thank you for your business!

**Total**      \$37,110.40

\*Order is subject to account credit review.

1. Taxes, Freight, and Handling fees will be added at time of shipment if applicable. All orders will be partially shipped unless otherwise indicated. Partial shipment will incur an additional charge(s).
2. An RMA # is required for all returns and re-stocking fee may apply.
3. All discounts off list price are contingent upon payment within agreed upon terms.
4. Please verify all listed items have been received in good condition and agree with your order. Please report any discrepancies or damage within 14 days to our customer service center at 888-522-5574. Older claims may not be allowed. Box / packaging materials must be retained for damage claims.



One Beat Medical  
3151 Executive Way  
Miramar FL 33025  
United States

# Quote

#QUO30026

12/01/2023

**Bill To**

Chief Jerry Huff  
Charleston Fire District - OR  
92342 Cape Arago Hwy.  
Coos Bay OR 97420  
United States

**Ship To**

Chief Jerry Huff  
Charleston Fire District - OR  
92342 Cape Arago Hwy.  
Coos Bay OR 97420  
United States

**TOTAL**

**\$23,215.00**

Expires: 12/31/2023

Expires	Exp. Close	Shipping Attention	Shipping Method
12/31/2023	12/31/2023	Chief Jerry Huff	FedEx Ground

Sales Rep	Sales Rep Email	Sales Rep Phone
Josh Merkel	<a href="mailto:josh@onebeatmedical.com">josh@onebeatmedical.com</a>	(585) 520-0127

QTY	Item	Options	Rate	Amount
1	<b>FMP-41</b> REFURBISHED - Zoll X-Series Defibrillator 12 lead, AED, Pacing, SP02, NIBP, ETCO2, WiFi		\$21,695.00	\$21,695.00
	<b>Description</b>			
	What's Included			
	Refurbished ZOLL X Series Defibrillator			
	1 Year Warranty			
	Device Battery			
	Adult Defibrillation Electrodes			
	ECG Trunk Cable			
	ECG Precordial Leads			
	5 Pairs of ECG Electrodes			
	Therapy Cable			
	SpO2 Sensor			
	NIBP Cuff/Hose			
	Defibrillator Chart Paper			
	Carry Case			
	Free Shipping			
1	<b>Z-8300-0004</b> Zoll X-Series - AC Power Adapter/Charger #8300-0004		\$550.00	\$550.00
1	<b>Z-8000-0580-01</b> ZOLL® SurePower II Battery for X Series, Propaq M, Propaq MD		\$925.00	\$925.00

<b>Subtotal</b>	\$23,170.00
<b>Shipping Costs</b>	\$45.00
<b>Tax Total (%)</b>	
<b>Total</b>	\$23,215.00

# Sales Quote QUO079899



## Coro Medical LLC

416 Mary Lindsay Polk Dr  
Suite 505  
Franklin, TN 37067

**Document Date**

December 4, 2023

**Quote Expiration Date**

February 2, 2024

**Bill-To Address**

Charleston Fire District  
Jerry Huff  
92342 Cape Arago Hwy.  
Coos Bay, OR 97420  
USA

**Ship-to Address**

Charleston Fire District  
Jerry Huff  
92342 Cape Arago Hwy.  
Coos Bay, OR 97420  
USA

**Salesperson**

Luke Fonash

**Payment Terms**

Net 30 days

No.	Description	Quantity	Unit	Unit Price	Line Amount
ZX12PMBCABTC O	ZOLL X-Series 12 lead Pacing, Sp02, NiBP, CO2, AED, BT, CO	1	Each	17,950.00	17,950.00
8707-000502-01	ZOLL X-Series Accessory Carry Case	1	Each	0.00	0.00
8000-0580-01	ZOLL SUREPOWER II BATTERY FOR X SERIES, PROPAQ M,	1	Each	0.00	0.00
8300-0783	Zoll X-Series/Propaq Multi-Function Cable	1	Each	0.00	0.00
8300-0803-01	Zoll X-Series/Propaq MD CABLE, LIMB 12LEAD ECG, AAMI	1	Each	0.00	0.00
8300-0804-01	Zoll X-Series/Propaq CABLE, V LEAD ECG, AAMI	1	Each	0.00	0.00
8300-0002-01	Zoll X-Series/Propaq Dual Lumen NIBP Tubing Assembly	1	Each	0.00	0.00
REUSE-11L-2MQ	Welch Allyn Cuff, Adult Long, Reusable, 2-tube, twist lock	1	Each	0.00	0.00

**Home Page**  
[www.AED.us](http://www.AED.us)

**Phone No.**  
800.695.1209

**Email**  
[support@coromed.us](mailto:support@coromed.us)

**Tax Registration No.**  
82-2669986

Sales Quote QUO079899

December 4, 2023

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1863	Masimo LNCS DCI Adult Reusable Sensor	1	Each	0.00	0.00
2055	Masimo Red LNC-04 Patient Cable	1	Each	0.00	0.00
8900-0224-01	ZOLL OneStep Resuscitation Electrodes	1	Each	0.00	0.00
8000-000910	ZOLL X Series Thermal Paper with Grid - 80mm	1	Each	0.00	0.00
4454	Masimo NomoLine-O LH Adult/Pediatric Airway Adapter	1	Each	0.00	0.00
8300-0004	ZOLL X Series AC Adapter / Charger	1	Each	575.00	575.00
				Subtotal	18,525.00
				Total Tax	0.00
				<b>Total \$</b>	<b>18,525.00</b>
<hr/>					
Amount Subject to Sales Tax				0.00	
Amount Exempt from Sales Tax				18,525.00	

**Additional New Business:**

**Heart Monitor surplus**

Chief Sneddon requested the following heart monitors be declared as surplus as part of the purchase of the new heart monitors from Enerspect. Phillips MRX heart Monitor serial numbers US00213277 & US00320804. These monitors will be traded in on the new monitors.

**Motion:** Don Manley, 2<sup>nd</sup> by Ed Powers to declare surplus two (2) Phillips MRX heart Monitor serial numbers US00213277 & US00320804.

Discussion: Trade ins as per approved purchase of two new heart monitors.

Motion Carried by Unanimous Decision

**GOOD OF THE ORDER:**

- A. Staff are working on ideas to get our personnel out into the community again.
- B. Congratulations to the awardees at the Holiday awards dinner recently.
  - a. 5 Year Awards: Mistie Henderson, Allen Solomon
  - b. 10 Year Awards: Chris Owen, Jerry Smith
  - c. 20 Year Awards: Heide Cummings, Darrell King
  - d. Fire Plug Award: Jerry Huff
  - e. Rookie of the Year: Julien Temps
  - f. Interest and Enthusiasm: Tyler Easter
  - g. Volunteer of the Year: Michael Bothe
  - h. Brian Wildman Memorial EMS Responder of the Year: Austin Cybulski
  - i. Firefighter of the Year: Jimmy McNeill
- C. The staff hosted an open house on Saturday December 16<sup>th</sup>. The open house being the first one was not well attended however we were able to share the fire prevention message with a few people. Plans for next year are in the works with some changes. Having a see Santa and maybe a breakfast with Santa and firefighters.

Roy Holland adjourned the meeting at 6:50 PM

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Secretary of the Board