

Lookingglass Rural Fire District
Communications Officer Report
Date: September 9, 2020

- 1) Website
 - A) Updates
 - i. Posted approved documents, meeting videos, Minutes, Blotter calls, Treasurer's Report, and Chief's Report.
 - ii. Updated the Fire Danger Level as it changed.
 - iii. Scanned website, including emails, for viruses and deleted any that were present. There were no files with apparent viruses in the District email accounts and none on the website.
 - iv. Updated the training schedule on the Volunteers page.
 - v. Posted notice about scheduled power outage and suggestion for people with medical devices needing power to consider getting a battery power source.
 - vi. Posted notices about excessive heat waves and Red Flag Alert.
 - B) Proposed Change
 - i. None at this time.
 - C) Request for Suggestions
 - i. Ideas for improving the website should be sent to the Communications Officer / Web Manager.
- 2) Communications with Agencies
 - A) Communicated with Douglas Electric Cooperative regarding scheduled power outage and concerns for people needing power for medical devices.
 - B) Received texts of Fire Department 911 dispatches.
 - C) Alerts to Fire Danger Level changes and other notices now have been received by email from DFPA.
 - D) Received email newsletters from SDAO.
 - E) Received email newsletters regarding COVID-19 from the Oregon Department of Human Services, the Oregon Health Authority, and the Douglas Public Health Network.
- 3) Communications with Fire Department
 - A) List of July Blotter calls and report were received from the Chief.
- 4) Communications with Community
 - A) Posted Public Notice for September Board meeting on the District website and NextDoor. A link was included for the Zoom video meeting.
- 5) Communications Equipment
 - A) Updated software on District computer.