

PHILOMATH FIRE & RESCUE

October 14, 2024

Location: Philomath Fire & Rescue

Regular Session Board Meeting

3:00 pm

- I. CALL TO ORDER/ROLL CALL- The Philomath Fire & Rescue Board of Directors meeting was called to order by President Doug Edmonds at 15:00. Board members included: Vice President Rick Brand, Treasurer Ken Corbin, and Joe Brier. Board member Daphne Phillips was unable to attend. Philomath Fire & Rescue staff in attendance included: Chief Chancy Ferguson, Office Administrator Ashley Scott and Deputy Chief Rich Saalsaa. Volunteer President Dan Eddy was in attendance and Christopher McMorran arrived at 15:53.

- II. CONSENT AGENDA
 - a. Minutes- September 9, 2024 Regular Session
 - b. Bills –September
 - c. Chief Vacation Hours

Edmonds moved to accept Consent Agenda as presented. Corbin Seconded. Approved 4-0.

- III. PUBLIC COMMENT – None.

- IV. STAFF REPORTS
 1. Board Report
 - Review Board Calendar
 - Brier discussed the Volunteer Association meeting.
 - Chief Check in was completed by Doug Edmonds.
 - 360 Review of Chief Ferguson to begin in January.
 - Edmonds desires to schedule a Board Workshop regarding levy preparation.
 2. Fire Chief Report – Report included in Board Packet and highlights discussed by Chief Ferguson. Operations Chief position has been accepted by Dan Eddy. Chief extended additional thank you's to the crews and volunteers to prepare and the Open House. Clarification was given for the Master Plan to the Board for community survey.

3. Deputy Chief Reports- Report included in Board Packet and highlights discussed by Chief Ferguson. Applied for Cyber Security Grant to continue our path to mitigate risk.
4. Office Administrator Financial Report- Report included in Board Packet and highlights discussed by Scott. Edmonds discussed reaching out to OSU regarding the February unpaid invoice.

V. REPRESENTATIVE REPORTS

1. Volunteer Association - Report included in Board Packet and highlights discussed by President Eddy. Community Involvement at football games, Open House and Conflagrations are big things that the volunteers have been involved in. December will be an abbreviated meeting with holiday recognition and election of officers. Onboarding of Resident Volunteers and new volunteers.
2. IAFF Local 4925 – No representative present or report submitted.
3. City Council Liaison- No representative present or report submitted.

VI. OLD BUSINESS

1. Policy Update- Ferguson
 - a. Revised Personnel Handbook with Union Clarification
Brier moved to move the Personnel Handbook to Second Reading. Brand Seconded. Approved 4-0.
2. Master Plan Community Survey Options- Options discussed by Scott and Edmonds gave his feedback.
Edmonds motioned to sign up for the \$39/month survey money account. Corbin seconded. Approved 4-0.

VII. NEW BUSINESS

1. Accuity Financial Audit Completed- Ferguson & Scott
 - a. Resolution 24-03: Transfer Appropriations from the General Fund to Bond Debt Services. Resolution was read by Edmonds.
Brand motioned to approved 24-03 as presented. Brier Seconded. Approved 4-0.
 - b. Resolution 24-04: Closing out 2016- Capital Projects Bond Fund.
Corbin motioned to approved 24-04 as written. Brier Seconded. Approved 4-0.
2. Authorize Board Chair to work with City Staff and PFR Staff to resolve fire hydrant testing.
Edmonds asked for permission to be the liaison between PFR Staff and City Staff to finalize the hydrant testing moving forward. Consensus was reached by the Board.

VIII. ACTION ITEMS

- a. Scott to locate previous results to survey when previous bond was researched.

IX. NEXT MEETING – November 12, 2024

X. ADJOURNMENT- 16:06