# PHILOMATH FIRE & RESCUE

**October 12, 2026**
**Location: Philomath Fire & Rescue**
**Regular Session Board Meeting**
**3:00 pm**

I. CALL TO ORDER/ROLL CALL- The Philomath Fire & Rescue Board of Directors Regular Session Board Meeting was called to order by Treasurer Ken Corbin at 15:08. Board members present included President Rick Brand (at 15:25), Treasurer Ken Corbin, and Matt Kennedy. Board Members unable to attend: Vice President Joe Brier, and Daphne Phillips. Philomath Fire & Rescue staff in attendance included: Chief Chancy Ferguson, Operation's Chief Dan Eddy, Training Captain Bovbjerg, and Office Administrator Ashley Scott. Guests included: Kori Sarrett (until the conclusion of her accrual discussion), Diane Crocker, and Michael Miller via Zoom.

II. AUDIT PRESENTATION- Accuity- Kori Sarrett discussed to transition the district to a Cash Basis accounting instead of an Accrual Basis. The accruals are being made at the time of Audit, and the district is currently utilizing a cash basis.
Consensus was reached by the board to transition to Cash Basis.

III. CONSENT AGENDA

a. Minutes- September 14, 2026, Regular Session
b. Bills – July
c. Bills- August
d. Bills- September
e. Chief Vacation Hours

***Kennedy moved to approve Consent Agenda as presented. Seconded by Brand.***
*Discussion: None.*
*Voting results: 3-0. Passes with a quorum present:*
*Brand: In Favor*
*Corbin: In Favor*
*Kennedy: In Favor*

IV. PUBLIC COMMENT- None.

V. STAFF REPORTS

1. Board Report
    - Review Board Calendar
        - Volunteer Association Meeting (10/6 Brier)
        - Chief Check In- September (Phillips) discussed via Scott that her check-in with Chief concluded that everything seems to be working well now, October (Brand) to schedule.
2. Fire Chief Report – Chief Ferguson discussed highlights from his report that were in the board packet. Highlights included: training with volunteer adjustment to a couple Saturdays in the upcoming months, and workers' compensation for volunteers discussion.
3. Operations Chief Report- Ops Chief Eddy discussed highlights from his report that were in the board packet.
4. Office Administrator - Scott
    - Financial Report (July, August & September)
    - CenterPoint Financial Software Transition Update
    - OFDDA Conference Scholarship Opportunity

VI. <u>REPRESENTATIVE REPORTS</u>

1. Volunteer Association – No report or representative in attendance.
2. IAFF Local 4925 – Training Captain Viktor Bovbjerg, no formal report submitted or discussed.
3. City Council Liaison- Diane Crocker tomorrow (10/13/26) at 10 am that the Philomath Sensational Senior Society (PSSS) will be meeting in City Hall and discussing Emergency Planning with Bryan Lee. Tonight (10/12/26) at 7 pm they will be voting on the Transportation Plan.

VII. <u>OLD BUSINESS</u>

1. District Liaison Report- Brand discussed his communication with Corvallis Rural's recent Public Records Request and coordination with the other Benton County Fire Districts.
2. Chief 360 Survey- Scott

    ***Kennedy moved to accept the Chief 360 Survey as presented. Seconded by Brand.***
    *Discussion: None.*
    *Voting results: 3-0. Passes with a quorum present:*
    *Brand: In Favor*
    *Corbin: In Favor*
    *Kennedy: In Favor*

3. Administrative Officer & Operation's Chief Job Descriptions Final Reading

***Brand moved to approve both the Administrative Officer and Operation's Chief Job Descriptions as presented. Seconded by Kennedy.***

*Discussion: None.*

*Voting results: 3-0. Passes with a quorum present:*

*Brand: In Favor*

*Corbin: In Favor*

*Kennedy: In Favor*

VIII. NEW BUSINESS

1. Surplus Items- Ops Chief Eddy provided a list of items that have been requested to be treated as surpluses.

***Brand moved to surplus the listed items on October 6, 2026 presented items. Seconded by Kennedy.***

*Discussion: Was had on method of destruction or recycling.*

*Voting results: 3-0. Passes with a quorum present:*

*Brand: In Favor*

*Corbin: In Favor*

*Kennedy: In Favor*

IX. ACTION ITEMS- Financial Reporting Follow Up.

X. NEXT MEETING – November 9, 2026

XI. ADJOURNMENT- 16:23.