

PHILOMATH FIRE & RESCUE

November 12, 2024

Location: Philomath Fire & Rescue

Regular Session Board Meeting

I. CALL TO ORDER/ROLL CALL- The Philomath Fire & Rescue Board of Directors meeting was called to order by President Doug Edmonds at 15:01. Board members present included: President Doug Edmonds, Vice President Rick Brand, and Treasurer Ken Corbin. Virtual attendees included Board Member Daphne Phillips until 16:00. Board member Joe Brier 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.

II. CONSENT AGENDA

- a. Minutes- October 14, 2024 Regular Session
- b. Bills –October
- c. Chief Vacation Hours

Brand moved to approve Consent Agenda as presented. Corbin seconded.

Voting results 4-0 Passes:

Edmonds: In Favor

Brand: In Favor

Corbin: In Favor

Phillips: In Favor

III. PUBLIC COMMENT – None.

IV. STAFF REPORTS

1. Board Report

- Review Board Calendar- Update OFDDA location on calendar for 2025.
 - OFDDA Conference Recap- Edmonds and Brand attended. Brand believed it was a better meeting in the past. Concerns were raised about future insurance rates, and potential for future legal issues. The Chief stated that the issues we're facing is important for the board to hear from not just administration.
 - Chief Check in with Phillips (Scheduled November 15)
 - SDAO Organization Audit- Begins Today!
 - SDAO Conference Registrations

2. Fire Chief Report – Included in the Board Packet and discussed by Chief Ferguson. ADA discussion for accessibility of website and may cost more money in the future. Seven pending volunteer applications and one pending resident volunteer application. One of the two recent resident volunteers lasted three weeks, so we are looking for the right volunteer to fill that position. Lots of training happening, preventative maintenance beginning to happen on smaller vehicles, over 100 bulbs changed to LEDs by Lieutenant Schell. Community involvement has been a priority by all.
3. Deputy Chief Reports- Included in the Board Packet and discussed by Deputy Chief Saalsaa. Busy last month, nearly 100 calls. October was fire prevention month with our Open House. Thanked Board Members that attended. Following road map to transition duties to members of the district and to Dan Eddy when Saalsaa officially retires. Edmonds noted an illegal burn after 9 pm and details were discussed.
4. Office Administrator Financial Report- Included in Board Packet and discussed by Scott. Edmonds discussed that we work closely with auditors to create and maintain legal reports.

V. REPRESENTATIVE REPORTS

1. Volunteer Association – Included in Board Packet and discussed by President Eddy. Open House well attended by volunteers, elections coming soon for volunteers and presentation of awards happening at Appreciation Dinner.
2. IAFF Local 4925 – No representative present or report submitted.
3. City Council Liaison- No representative present or report submitted. From Edmonds: Chief, Deputy Chief and Edmonds met to discuss options for hydrant testing. Future discussions will be taking place with City to keep ISO rates the best they can be.

VI. OLD BUSINESS

1. Policy Update- Ferguson
 - a. Revised Personnel Handbook with Union Clarification
Edmonds moved to approve Revised Personnel Handbook as presented.
Brand seconded.
Voting results 4-0 passed:
Edmonds: In Favor
Brand: In Favor
Corbin: In Favor
Phillips: In Favor
2. Master Plan Community Survey Questions- Included in the Board Packet and discussed by Scott and Chief Ferguson. In the medical area, the board requested to

add Lift Assist as an option and specify the first level of care from the ambulance service. Send updates to the Board to keep the document moving forward.

Consensus was reached to move forward with the creation of community survey questions.

VII. NEW BUSINESS

1. Legal Notice Regarding Publications in the Philomath News- Included in the Board Packet and discussed by Chief Ferguson. Chief Ferguson took an opportunity to google the notice and Philomath News was the only free option to be given. Edmonds discussed the law they talked about at OFDDA and was glad we chose to advertise in both the Gazette Times and Philomath News.
2. 2025 District Fee Schedule- Included in the Board Packet and discussed by Deputy Chief Saalsaa. Moving toward a single rate to all students depending on the class. Family and Friends CPR will be removed from the Fee Schedule.

Edmonds moved to approve 2025 District Fee Schedule as modified. Brand seconded.

Voting results 3-0 passed:

Edmonds: In Favor

Brand: In Favor

Corbin: In Favor

3. Levy Assistance Option- Included in the Board Packet and discussed by Scott.
Consensus was reached to move forward with scheduling for Levy Assistance to discuss options for a levy in the future.
4. Accuity Audit Report- Included in the Board Packet and discussed by Scott. Auditor will be at the January Meeting to discuss with the Board.
5. FEPP Refurbish Progress- Discussed by Chief Ferguson. The apparatus is mechanically in good shape from the mechanics perspective. FEPP vehicle functional, looking into updated lighting. The district budgeted \$40,000 and received an additional \$10,000 from OSFM Grant. Waiting for updated costs from Hughes. Looking at options for painting bids after receiving Apparatus Committee gave consensus.

Consensus was reached to move forward with painting the FEPP Vehicle.

VIII. ACTION ITEMS

- a. Schedule a workshop to discuss Master Plan, Board Policy, and Annexation options with Chief and Deputy Chief. Survey to Board for January 7, 8, 9 for scheduling.
- b. Scott to check with Finance Alliance and OFSOA for Levy Assistance option.
- c. Chief Ferguson to reach out to additional Chief's to discuss Annexation options.

IX. NEXT MEETING – December 9, 2024

X. ADJOURNMENT- 16:31.