

PHILOMATH FIRE & RESCUE

February 10, 2025

Location: Philomath Fire & Rescue

Regular Session Board Meeting

CONFIRM ATTENDEES

CALL TO ORDER/ROLL CALL- The Philomath Fire & Rescue Board of Directors meeting was called to order by President Doug Edmonds at 1500. Board members present included: President Doug Edmonds, Vice President Rick Brand, Treasurer Ken Corbin, and Daphne Phillips (via Zoom until 15:35). Board Member Joe Brier was unable to attend. Philomath Fire & Rescue staff in attendance included: Chief Chancy Ferguson, Office Administrator Ashley Scott (via Zoom), Operations Chief Dan Eddy, Union President and Lieutenant Lindsay Taylor, and Volunteer Dan Kearl. Guests included Roy Emery & Bill Anderson from the Special Districts Association of Oregon until the conclusion of their report and Mayor Christopher McMorran via Zoom from 15:30 to 16:00.

- I. ORGANIZATIONAL ASSESSMENT PRESENTATION- Roy Emery & Bill Anderson, Special Districts Association of Oregon Senior Consultants completed an Organization Assessment of Philomath Fire & Rescue which was included in the Board Packet and highlights were discussed with the Board.

- II. CONSENT AGENDA
 - a. Minutes- January 9, 2025 Emergency Session
 - b. Minutes- January 13, 2025 Regular Session
 - c. Minutes- January 13, 2025 Work Session
 - d. Minutes- January 16, 2025 Continued Session
 - e. Bills – January
 - f. Chief Vacation Hours

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

Voting results 4-0 Passes with a quorum present:

Edmonds: In Favor

Brand: In Favor

Corbin: In Favor

Phillips: In Favor

III. PUBLIC COMMENT – None.

IV. STAFF REPORTS

1. Board Report

Edmonds attended the Appreciation Dinner, thanked the set-up crew and everyone involved to make it happen. Edmonds attended the Volunteer Business Meeting.

- Review Board Calendar- no updates were needed.
- Volunteer Business Meeting- Next Meeting-April (Phillips)
- OFDDA Conference- November 20-22 in Seaside- please let Ashley know if you are interested in attending so we can get lodging secured.

2. Fire Chief Report – Included in Board Packet and highlights discussed by Chief Ferguson. Finally got notified by dispatch that the automatic toning for structure fires for Corvallis was eliminated and will only be toned if the Battalion Chief believes our move up is necessary. Moving forward with Academy adding 11 to the volunteer roster and losing 3 volunteers. Multiple meetings with the Union regarding staffing and policy. Administrative staff got the opportunity to attend Struggle Well Training last week. DEF issue on the ladder truck (251) has been officially repaired. The roof repair at 203 was completed today. Edmonds asked Chief's plan for the items identified as Organizational Assessment. Community survey challenge with the reader board, and social media responses. Operationally we are very strong and working toward creating the Master Plan with a small committee. Time out the door on the second call is an area to watch.

3. Operations Chief Report- Included in Board Packet and highlights discussed by Operations Chief Eddy. Volunteer scheduling shifts and safety committee meetings are back to monthly. 96 calls for January, down from last year (but no ice storm this year). A couple structure fires- Furnace overheated, minor fire on College Street, in King Valley- assisted with a chicken coop fire. Changing a couple numbers on apparatus to reflect their actual abilities within our fire district. Radio and Apparatus preventative maintenance completed.

4. Office Administrator Financial Report- Included in Board Packet and highlights discussed by Scott. Chief and the Board thanked Scott for Accuity being able to lower our risk for the diligence paid in the separation of duties category.

V. REPRESENTATIVE REPORTS

1. Volunteer Association – Included in Board Packet and representative present.
2. IAFF Local 4925 – President Lieutenant Taylor present and no report submitted.

3. City Council Liaison- Mayor Christopher McMorran discussed that he would continue to be the 2025 Fire District Liaison. Strategic planning beginning at the city. Levy options will be discussed next month. The council has been discussing a Community Vision process- looping in Non-Profits, Fire and School Districts. The city manager and Chief Ferguson have a mission to discuss hydrant testing.

VI. OLD BUSINESS

1. Master Plan Update- Chief Ferguson discussed setting up a committee (including Board Member Brier) to help move this process forward.
2. Board Policy- Edmonds asked for the Board Policy to be discussed at the next meeting.
3. Levy Assistance Update- Scott discussed that in March we will be taught more about levy process and options.
4. Drone Program- Chief Ferguson discussed the new policy and asked that the job description to be moved to next month. Oversight is required- a Coordinator position will be added to help close that gap. Kearl was available for questions from the board. Kearl discussed the specific approach to multiple drones on a scene and the actual reporting to be compliant. Important piece that will be a great addition to the standard of cover.

Corbin moved to forward sUAS Pilot Policy to Second Reading. Brand seconded.

Voting results 3-0 Passes with a quorum present:

Edmonds: In Favor

Brand: In Favor

Corbin: In Favor

5. Surplus 293 Update- Operations Chief Eddy discussed during his report that 293 is ready to sell and moving forward with the purchase of new vehicles. We've been working with GovDeals to sell items for the district.

VII. NEW BUSINESS

1. Appoint Budget Officer

Edmonds moved to appoint Chief Ferguson as Budget Officer for 2025-2026 Budget. Corbin seconded.

Voting results 3-0 Passes with a quorum present:

Edmonds: In Favor

Brand: In Favor

Corbin: In Favor

2. Appoint Budget Committee

Brand moved to appoint the following members: Doug Edmonds, Rick Brand, Ken Corbin, Joe Brier, Daphne Phillips, Van Hunsaker, Christopher McMorran, Jerry

**Wolcott, Greg Phelps, and Elsa Parmelee to our 2025-2026 Budget Committee.
Edmonds seconded.**

Voting results 3-0 Passes with a quorum present:

Edmonds: In Favor

Brand: In Favor

Corbin: In Favor

3. Chief Contract Review and Exhibit A- Moved to March Meeting

VIII. ACTION ITEMS- Contract Review Board Policy and Drone Job Description. Schedule SDAO review in 2–3-year timeframe.

IX. PAUSE REGULAR SESSION FOR EXECUTIVE SESSION (SEE THAT AGENDA FOR DETAILS)- 16:21.

X. RETURN TO REGULAR SESSION FROM EXECUTIVE SESSION – 16:57.

XI. NEXT MEETING – March 10, 2025 Regular and Executive Sessions

XII. ADJOURNMENT – 16:58.

PHILOMATH FIRE & RESCUE

February 10, 2025

**Location: Philomath Fire & Rescue
1035 Main St, Philomath, OR 97370
Immediately Following Regular Session Board Meeting
Executive Session Board Meeting**

ORS 192.660(2)(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

- I. CALL TO ORDER/ROLL CALL- The Philomath Fire & Rescue Board of Directors Executive Session was called to order by President Doug Edmonds at 16:22. Board members present included: President Doug Edmonds, Vice President Rick Brand, and Treasurer Ken Corbin.
- II. DISCUSSION- was limited to statute sited materials.
- III. ADJOURNMENT- 16:56.