

Philomath Fire & Rescue

Civil Service Commission
Regular Session
Tuesday, October 6, 2020
Station 201
5:00 pm

- I. Roll Call
- II. Changes or Additions to Agenda
- III. Minutes – approval of July 7, 2020 Minutes
- IV. Quarterly Payroll Report – 3rd Quarter Payroll
- V. Personnel – Daytime Firefighter Hiring
- VI. COVID-19 & Conflagrations
- VII. Future meeting dates – January 5, 2021, April 6, 2021, July 6, 2021
- VIII. Adjournment

Philomath Fire & Rescue

Civil Service Commission

Regular Session

Tuesday, July 7, 2020

- I. Roll Call – The Civil Service Commission meeting was called to order at 17:22 by Commissioner Plant. Commissioners present were Plant, Hunsaker and Sage. Staff present were Chief Miller and Office Administrator (OA) Rodriguez.
- II. Changes or Additions to Agenda – none.
- III. Approval of Minutes – **Plant motioned to approve minutes as presented. Sage seconded. Motion passed 3-0.**
- IV. Quarterly Payroll Report – 4th Quarter 2019 - OA Rodriguez presented the 1st and 2nd quarter wages and reviewed the carryover from calendar year 2019 to 2020. The Commissioners and Staff discussed changes to wages and anniversaries of the personnel.
- V. Personnel – Chief Miller and the Commissioners discussed the current personnel and Resident Volunteers as well as the recent Lieutenant and Firefighter hiring processes. Hunsaker asked about whether the District was planning any Summer hire. The Staff and Commissioners talked about the role of the part-time pool and hiring for conflagration deployment.
- VI. COVID-19 – Chief Miller discussed changes that the District personnel have made to accommodate and prioritize the health of the personnel during the COVID-19 pandemic. He noted changes to meetings, drills and training, and participation in the Benton County Emergency Operations Center (EOC). OA Rodriguez noted that expenses were reimbursed for additional requirements and adjustments due to the COVID-19 pandemic. The Staff also talked about changes to response and PPE to protect from COVID-19.
- VII. CSC Chair – Hunsaker moved to have Plant retain the Chair position. Plant accepted the position for the next year.
- VIII. Future Meeting Dates – October 6, 2020, January 5, 2021, April 6, 2021 – The Commissioners and staff also discussed formats for future meetings, potentially remotely or more spaced out.
- IX. Adjournment – meeting adjourned at 17:46.

Handouts included:

1st and 2nd Quarter 2020 Payroll Report

January 7, 2020 Minutes

Philomath Fire & Rescue

2020 - 3rd Quarter Payroll Report

Name	Hire Date	Position	Carryover		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
			Effective	Salary Rate	Effective	Salary Rate	Effective	New Salary Rate	Effective	New Salary Rate	Effective	New Salary Rate
									7/1/2020	COLA 2.8%		
Ferguson, Chancy	6/1/2019	Deputy Chief	6/1/2019	\$5,477			6/1/2020	\$5,641	7/1/2020	\$5,799		
Saalsaa, Rich	8/18/2015	F&LS Captain	10/8/2029	\$4,492	1/1/2020	\$5,426			7/1/2020	\$5,863		
					Returned to Full/Active Duty							
Moser, Scott	6/17/2015	Firefighter Lt.	7/1/2019	\$4,803					7/1/2020	\$5,091		
Haney, Victor	6/27/2016	Firefighter Lt.	7/1/2019	\$4,492			6/27/2020	\$4,929	7/1/2020	\$5,430		
Coerper, Christian	2/8/2019	Firefighter	7/1/2019	\$3,732	2/20/2020	Terminated						
Taylor, Lindsay	5/1/2020	Firefighter					5/1/2020	\$3,952	7/1/2020	\$4,190		
									7/23/2020	\$4,358		
Rodriguez, Lillie	6/8/2015	Office Administrator	7/1/2019	\$3,902.00			6/8/2020	\$4,019	7/1/2020	\$4,214.00		
Licon, Andrew	8/1/2019	Part-Time Pool	11/1/2019	\$15.50								
Dunworth, John	2/8/2019	Part-Time Pool	11/1/2019	\$15.50								
Hoey, Rymer	2/8/2019	Part-Time Pool	11/1/2019	\$15.50	3/5/2020	Terminated						
Schell, Levi	6/5/2019	Part-Time Pool	11/1/2019	\$15.50					8/29/2020	\$18.50		
									9/8/2020	\$17.50		
Smith, Aine	7/1/2019	Part-Time Pool	11/1/2019	\$15.50								
Spangler, Daniel	9/9/2019	Part-Time Pool	11/1/2019	\$15.50								
Webb, Cody	12/26/2019	Part-Time Pool	12/26/2019	\$15.50	2/8/2020	Terminated						
Anderson, Paula	9/8/2020	CONFLAG							9/8/2020	\$17.50		
Bergstrom, Jacob	9/8/2020	CONFLAG							9/8/2020	\$15.50		
Hewes, Haden	9/8/2020	CONFLAG							8/29/2020	\$17.50		
									9/8/2020	\$15.50		
Wooldridge, Nick	9/8/2020	CONFLAG							8/29/2020	\$15.50		
Brown, Justin	9/8/2020	CONFLAG							8/29/2020	15.5		
Louden, Andy	4/27/2020	Conflag - IMT					4/27/2020	30.33	8/13/2020	\$33.57		
							5/1/2020	33.57				
							6/30/2020	Terminated				

Approved: _____

Prepared for Civil Service Commission by:
Lillie Rodriguez 24-Sep-20