

PHILOMATH FIRE & RESCUE

August 10, 2026

Location: Philomath Fire & Rescue

Regular Session Board Meeting

3:00 pm

Join Zoom Meeting

[https://us06web.zoom.us/j/85789498234?pwd=S2hPYmFZQ1ZpbHYyUmRBdC9XS
HRvQT09](https://us06web.zoom.us/j/85789498234?pwd=S2hPYmFZQ1ZpbHYyUmRBdC9XS
HRvQT09)

Meeting ID: **857 8949 8234**

Passcode: **860360**

I. CALL TO ORDER/ROLL CALL

II. CONSENT AGENDA

- a. Minutes- July 13, 2026, Regular Session
- b. Bills – July
- c. Chief Vacation Hours

Staff recommended action: Move to approve Consent Agenda as presented.

III. PUBLIC COMMENT

IV. STAFF REPORTS

- 1. Board Report
 - Review Board Calendar
 - Volunteer Association Meeting
 - National Night Out- August 4, 2026 Recap (Canceled)
 - Chief Check In- June (Brand), July (Brier)
- 2. Fire Chief Report – Chief Ferguson
- 3. Operations Chief Report- Ops Chief Eddy
- 4. Office Administrator - Scott
 - Financial Report

V. REPRESENTATIVE REPORTS

- 1. Volunteer Association – Association Representative

2. IAFF Local 4925 – Training Captain Viktor Bovbjerg
3. City Council Liaison- Diane Crocker

VI. OLD BUSINESS

1. District Liaison Report- Brand
2. Chief 360 Survey- Brand
3. Property Annexation- Ferguson

VII. NEW BUSINESS

1. Equipment Reserves Resolution
2. Reaffirmation of Reserve Funds
Vehicle – vote needed for both
Building
3. 26-07 Resolution to Levy Taxes (including Factor for Delinquency- \$13,608)
4. Job Descriptions- Ferguson
5. Surplus Items- Ferguson

VIII. ACTION ITEMS

IX. NEXT MEETING – September 14, 2026

X. ADJOURNMENT

PHILOMATH FIRE & RESCUE

July 13, 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 President Rick Brand at 15:00. Board members present included President Rick Brand, Treasurer Ken Corbin, Joe Brier and Matt Kennedy. Board Members unable to attend: Vice President 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: Diane Crocker, James & Ardis Belknap.

II. CONSENT AGENDA

- a. Minutes- June 8, 2026, Regular Session
- b. Bills – June
- c. Chief Vacation Hours

Brier moved to accept the Consent Agenda as presented. Seconded by Kennedy.

Discussion: None.

Voting results: 4-0. Passes with a quorum present:

Brand: In Favor

Corbin: In Favor

Brier: In Favor

Kennedy: In Favor

III. PUBLIC COMMENT – None.

IV. STAFF REPORTS

- 1. Board Report
 - Review Board Calendar
 - Volunteer Association Meeting
 - Scheduled October and beyond.
 - National Night Out- August 4, 2026 (in lieu of Volunteer Business Meeting)

- Chief Check In- June (Brand), July (Brier)
 - Scheduled August and beyond.
- 2. Fire Chief Report – Included in the Board Packet and discussed by Chief Ferguson. Highlights and additions included: Chief Ferguson would like to move Conflagration income when they are received to the Personnel fund. Apparatus repairs were done in house. Water tender will likely be going back into the CAT for repairs on the transmission. OSFM crews have been busy cleaning up stations and painting hydrants to accurately depict flow for each hydrant. FRIEND fire camp participation was a large success. Brier asked Task Force leaders for conflagration responses.
- 3. Operations Chief Report- Included in the Board Packet and discussed by Ops Chief Eddy. Highlights included: 76 calls last month, several fire calls throughout the month.
- 4. Office Administrator – Included in the Board Packet and highlights were discussed by Scott.
 - Financial Report
 - Center Point Update
 - OGEC Law Guide Updated June 2026

V. REPRESENTATIVE REPORTS

1. Volunteer Association – No report submitted or representative present.
2. IAFF Local 4925 – Training Captain Viktor Bovbjerg didn't have anything to report.
3. City Council Liaison- Diane Crocker discussed the Police Fee changed to \$5 (voting this evening), psilocybin no longer banned, potential for cannabis to be coming to Philomath.

VI. OLD BUSINESS

1. District Liaison Report- Brand discussed his conversation with Heidi Hagler, Corvallis Rural Fire Protection District President. They shared each other's minutes' locations to better keep each other informed. Alsea Rural Fire Protection District has received letters from Corvallis Fire Department to engage in Fire Defense Board.

VII. NEW BUSINESS

1. Chief 360 Survey Discussion- Scott discussed if any questions need adjusting prior to sending to the district. Board would like to add Strengths, areas of growth and improvement.
2. Election of Board Officers
 - President
 - Kennedy nominated Brand as President. Accepted by Brand.

Vice President

Kennedy nominated Brier as Vice President. Accepted by Brier.

Treasurer

Brier nominated Corbin as Treasurer. Accepted by Corbin.

Kennedy moved to approve the Slate as presented.

Voting results: 4-0. Passes with a quorum present:

Brand: In Favor

Corbin: In Favor

Brier: In Favor

Kennedy: In Favor

3. Civil Service Appointments

Christopher McMorran, Diane Crocker and Van Hunsaker approved by the Board.

Brier moved to approve the slate as stated.

Discussion: None.

Voting results: 4-0. Passes with a quorum present:

Brand: In Favor

Corbin: In Favor

Brier: In Favor

Kennedy: In Favor

4. State and Approve Meeting Day & Time

Approved by the Board with consensus for the 2nd Monday monthly at 3 pm.

5. Property Annexation Discussion- Chief Ferguson discussed the request to add their additional property to our fire district. Ardis Belknap discussed their history with the property and their future for their property. James Belknap discussed his relationship with our fire district and the planning they have gone through to get to this point. The addition of their property makes our district more contiguous.

Brier moved to accept the Resolution 26-05 as presented. Seconded by Corbin.

Discussion: Brier noted that the patience and additional water source that was created by the Belknap family is a valuable resource.

Voting results: 4-0. Passes with a quorum present:

Brand: In Favor

Corbin: In Favor

Brier: In Favor

Kennedy: In Favor

6. Approve Recurring Journal Entries

Kennedy moved to approve the Recurring Journal Entries as presented. Seconded by Brand.

Discussion: None.

Voting results: 4-0. Passes with a quorum present:

Brand: In Favor

Corbin: In Favor

Brier: In Favor

Kennedy: In Favor

7. GASB 103 Resolution 26-06

Kennedy moved to approve the Resolution 26-06 as presented, with the change of variance greater than 10%. Seconded by Corbin.

Discussion: None.

Voting results: 4-0. Passes with a quorum present:

Brand: In Favor

Corbin: In Favor

Brier: In Favor

Kennedy: In Favor

VIII. ACTION ITEMS

- Chief Ferguson to research a policy for the Board's Annexation Policy.

IX. NEXT MEETING – August 10, 2026

X. ADJOURNMENT- 16:48

Chancy Ferguson Vacation Usage
July 1, 2026 through June 30, 2027

Beginning Balance as of July 1, 2026	571.5	186.69
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	Sick Leave	Vacation
July		
accrual	8	10
taken	0	16
balance	579.5	180.69

August		

September		

October		

	Sick Leave	Vacation
November		

December		

January		

February		

	Sick Leave	Vacation
March		

April		

May		

June		

Philomath Fire & Rescue

Annual Board Calendar

January 2027	February 2027	March 2027	April 2027	May 2027	June 2027
Audit Presentation	Appoint Budget Officer & Budget Committee	Wage, Benefits, COLA Recommendations- Motion to Accept	Budget Committee Meeting	Budget Hearing- Review Draft Budget	Chief Check In- Corbin
Set Budget Calendar	SDAO Conference	Chief Check In- Brand	Volunteer Business Mtg Rep (4/6)- Corbin	Budget Adoption	Volunteer Business Mtg Rep (6/1)- Brand
Chief Performance Review and Review of Contract	Chief Contract and Exhibit A Final Review	Approval of Final Chief Contract	Chief Check In- Kennedy	Chief Check In- Brier	
Chief Check In- Corbin	Chief Check In- Phillips				
Appoint Board Member to Begin Chief Review and Contract Negotiations	Appreciation Dinner				
	Volunteer Business Mtg Rep (2/2)- Kennedy				
July 2027	August 2026	September 2026	October 2026	November 2026	December 2026
Election of Board Officers	National Night Out Volunteer Business Mtg Rep- No Meeting	Chief Check In- Phillips	Open House	OFDDA Conference	Volunteer Business Meeting Rep (12/8)- Phillips
Civil Service Appointments	Chief Check In- Corbin		Volunteer Business Meeting Rep (10/6)- Brier	Chief Check In- Kennedy	Insurance Presentation
Swear In New Board Members			Chief Check In- Brand		Chief Check In- Brier
State and Approve Meeting Day & Time					
Chief Check In- TBD					
Mandated	Self Imposed	Guest Speakers/Spec. Mtg	Chief Review Process		



Philomath Fire & Rescue

1035 Main Street

P.O. Box 247

Philomath, OR 97370

541.360.0030

PHILOMATH FIRE & RESCUE

CHIEF'S REPORT

August 4, 2026,

District Business:

We have continued to work with our Benton County partners on the process to annex properties into district boundaries. Commissioner Shepherd met with me to discuss fire protection response both in and outside our district boundaries, gaining a better understanding of our operations. During this meeting I voiced concerns about managing incidents in unprotected lands. This conversation led to the idea of exploring the creation of a county-wide ordinance authorizing fire suppression response in unprotected areas of Benton County. This ordinance would provide legal authority to engage in firefighting activities in unprotected lands and employ the same means and resources used to extinguish similar fires within a rural fire district. The ordinance would also establish a billing procedure and rate. I asked Commissioner Shepherd for the opportunity to write a rough draft copy and seek approval of the Fire Defense Board prior to having Benton Counties Legal Counsel moving forward with the creation of a document on the commissioner's behalf.

Conflagration Response:

As of 08/04/26 we deployed a total of 13 days providing structure protection resources to the East Evan's Creek Fire, Shingle Fire, and Rowe Creek Complex. Estimated reimbursement for equipment so far this season is \$39,900.

Union Communications:

No report



Philomath Fire & Rescue

1035 Main Street
P.O. Box 247
Philomath, OR 97370
541.360.0030

Training Activities:

Department level training in July shifted to rescue operations, with a focus on rope operations and patient extrication. The department has committed to developing a well-defined but robust capacity to engage in low-angle rope operations.

Department members continue to achieve professional milestones: Jessica Ozuna was awarded NFPA Firefighter I, and Kirsten Crofoot and Kendra Islam completed all the requirements for entry level wildland firefighter (Firefighter Type 2).



Apparatus/Equipment:

Routine maintenance with no major repairs has occurred throughout the month.

Building/Property Update:

The downstairs H-Vac unit required the replacement of the fan motor. We have not yet received the invoice for the replacement.

Community Involvement/Meetings:

We continue to meet daily with residents to complete access and water supply worksheets to complete their building permit processes.

The meeting with Commissioner Shepherd was very productive. I gained an understanding in the Counties responsibilities in providing fire protection services.

Chief Chancy Ferguson

Operation's Board Report
10 AUG 2026
OC Dan Eddy

Statistics for July 2026

Total calls: 86
Fire calls: 24 (27%)
EMS Calls: 62 (73%)
Yearly calls as of 1 Aug 2026: 545
Last year at this time: 689
(- 20% YOY)

Significant calls:

7/1/26: Philomath Fire & Rescue was dispatched at 6:27 pm to a Structure Fire on Peterson Road. Upon arrival, crews found no fire indicators and located a malfunctioning fire alarm.

7/2/26 Philomath Fire & Rescue was dispatched at 10:00 am to a Motor Vehicle Crash with Injuries on 9th Street. Upon arrival, crews found a two-vehicle head on collision with moderate damage. The occupants were out of their vehicles. One patient was transported by Corvallis Fire Department Ambulance and the other patient declined transport. Crews contained fluid leaking from vehicles.

7/3/26: Philomath Fire and Rescue was dispatched at 4:22 pm for a Large Wildland Fire on SE Kiger Island Dr.. Upon arrival, crew assisted Corvallis Fire Department with fire containment and mop-up.

7/4/26: Philomath Fire and Rescue was dispatched at 9:08 pm for a Small Miscellaneous Fire on Acorn Court. Upon arrival, crews learned that a fire was started by fireworks. Reporting person and other neighbors worked to extinguish a 2x2 fire, but wanted it checked out. Crews used tools to overhaul the fire.

7/4/26: Philomath Fire and Rescue was dispatched at 11:49 pm for a Small Miscellaneous Fire on North 7th Street/Main Street. Prior to arrival, Dispatch information reveals that this is a fire in a garbage can, then upgraded to a full dumpster fire. Once on scene, smoke showing from a dumpster. Crews worked to extinguish the contents of the dumpster, using tools to move the contents around. Fire was started by a neighbor putting his used and still smoking fireworks in the dumpster.

7/6/26: Philomath Fire and Rescue was dispatched at 5:16 pm for an Inaccessible Incident/Entrapment on Newton St./James St. Upon arrival, arrived to find a child stuck in the safety bars around the platform of the slide. Crew tried to lift the patient to extract the patient, shortly after the father arrived with baby oil and poured it on his knees and pushed the child's knees out of the bars. Medical assessment was declined.

7/6/26: Philomath Fire and Rescue was dispatched at 7:06 pm for Mutual Aid on Bellfountain Road. Upon arrival, crews assisted Monroe Fire Rural Fire Protection District with the extinguishment of a grass fire.

7/11/26: Philomath Fire and Rescue was dispatched at 9:39 pm for a Small Wildland Fire on Peterson Road. Upon arrival, crews and the homeowner extinguished a small branch and leaf pile.

7/17/26: Philomath Fire and Rescue was dispatched at 1:48 pm for a Car Fire on Rexford Lane. Crews found a fully engulfed car with the potential for wildfire to spread. A rapid response prevented the spread into a wildland incident; the fire was completely extinguished within 3 minutes of arrival. Corvallis Fire Department was called upon to cover our district during this

. 7/22/26: Philomath Fire and Rescue was dispatched at 11:52 am for a Tree Fire on Pleasant View Drive. Upon arrival, crew located the tree that had been struck by lightning causing a fire within the tree and a small fire surrounding the tree.

7/26/26: Philomath Fire and Rescue was dispatched at 8:28 pm for a Motor Vehicle Crash with Injuries on Airport Road. Upon arrival, crews found an injured motorcycle rider and was transported to the hospital by Corvallis Fire Department Ambulance.

7/28/26: Philomath Fire and Rescue was dispatched at 9:35 am for a Motor Vehicle Crash with Injuries on Highway 20. Upon arrival, crew found a camper van and a dump truck on the eastbound shoulder with damage. Crew provided medical assessments to the patients, and they were transported to the hospital by Corvallis Fire Department Ambulance.

OSFM Conflagration Response:

East Evans Creek Fire:

Type 3 Engine with 3. Lt Anderson, Firefighter Lindberg and Beede
Taskforce leader: Operations Chief Eddy
9 Days Deployed.

Shingle Fire:

Type 3 Engine with 3. ENGB Huff, Firefighter Lindberg and Beede.
Lt Anderson is serving as ENGB on Monroe engine.
Taskforce was deployed July 27th

Breakdown of calls for the year by area (as of 1 Aug 2026):

Station 201	
RURAL	100
Station 201 W.	
City	183
Station 201 E. City	132
Station 202	40
Station 203	37
Adair	0
Alsea	5
Blodgett	3
CFD	18
Conflagration	2
Kings Valley	8
Lincoln Co	0
Marys Peak	3
Misc Mutual Aid	4
Monroe	10
Unprotected	0
Total	545

Total calls we received aid from another agency: 0 (year to date 7).

Mutal aid given: Alsea 0, HKVFD 1, CFD 6, MFD 2, BSFD 0 and Lincoln County 1

Average Number of PFR responders per call on scene: 4.5

Average Number of PFR Responders per call Standby: 1.5

Projects / Community Outreach

- Public Ed: None recorded this month.
- Safety Committee

Cybersecurity Update

See attached reports.

Respectfully submitted,

O/C Dan Eddy



Executive Summary

Prepared for:

Philomath Fire & Rescue

Aug 1, 2026



Dear Client,

We are pleased to present the Riverstrong Monthly Managed Services Report, which provides a comprehensive overview of our ongoing efforts to support and enhance your IT infrastructure. This report includes detailed information on your current service agreements and the associated infrastructure, as well as metrics related to our ticket workflow and performance in regards service level agreements.

Maintaining a healthy IT environment is crucial for the smooth operation of your business.

- Effective IT management ensures that your systems are running efficiently, minimizing downtime and maximizing productivity.
- Cybersecurity is a critical aspect of IT health, as it protects your sensitive data from threats and breaches.
- Regular patching and updates are essential to safeguard your systems against vulnerabilities and ensure compliance with industry standards.
- General IT hygiene, including routine maintenance and monitoring, helps prevent issues before they arise and keeps your infrastructure in optimal condition.

Our main goal with this report is to ensure transparency and alignment with your business needs. If you have any questions, suggestions on how to make this report better, or need further assistance regarding this automated monthly report, please contact your Technical Account Manager or support@riverstrong.tech. We are here to help you maintain a robust and secure IT environment.

Best regards,
Riverstrong



Service Agreements

The “Active Contracts” section provides an overview of the current agreements in place. It includes the names of high-level services or products Riverstrong has committed to providing. This section is designed to help you quickly understand the scope and status of our engagements.

Active Contracts

AGREEMENT_NAME	AGREEMENT_STATUS
Microsoft 365	Active
RS Managed Services Advanced	Active

Device Inventory list

NAME	LAST USER	TYPE	OPERATING SYSTEM	LAST REBOOT
BOARDLAP	AzureAD\AshleyScott	Desktop	Microsoft Windows 11 Business	Jun 25, 2026
DESK_FF	AzureAD\AndrewLicon	Desktop	Microsoft Windows 11 Business	Jul 22, 2026
DESK_LT	AzureAD\ScottMoser	Desktop	Microsoft Windows 11 Business	Jul 22, 2026
DESK_TRN	AzureAD\ViktorBovbjerg	Desktop	Microsoft Windows 11 Business	Jul 22, 2026

NAME	LAST USER	TYPE	OPERATING SYSTEM	LAST REBOOT
DESK_VOL	AzureAD\SHAREDPF DVOL	Desktop	Microsoft Windows 11 Business	Jul 22, 2026
DISPLAY	DISPLAY\UTIL-DISPLAY	Desktop	Windows 10 Pro	May 22, 2026
LAP_ADM	AzureAD\AshleyScott	Desktop	Microsoft Windows 11 Business	Jul 9, 2026
LAP_CHF	AzureAD\ChancyFerguson	Desktop	Microsoft Windows 11 Business	Jul 22, 2026
LAP_CPT	AzureAD\ViktorBovbjerg	Desktop	Microsoft Windows 11 Business	Jul 22, 2026
LAP_DC	AzureAD\DanEddy	Desktop	Microsoft Windows 11 Business	Jul 22, 2026
TAB_224	FIRE\pfduser	Desktop	Windows 10 Pro	Jul 22, 2026
TAB_251	FIRE\pfduser	Desktop	Windows 10 Pro	Jul 6, 2026

Service Level Agreement Overview

This section outlines the key components of our Service Level Agreement (SLA), detailing the performance standards and service commitments we guarantee to our clients. It includes specific metrics relating to response times and resolution times, ensuring that our service delivery meets or exceeds the agreed-upon expectations. By clearly defining these parameters, we provide a transparent framework for evaluating our performance and accountability. This SLA serves as a cornerstone of our commitment to delivering high-quality service, fostering trust and reliability in our client relationships.

SLA Statistics by Priority Previous Month

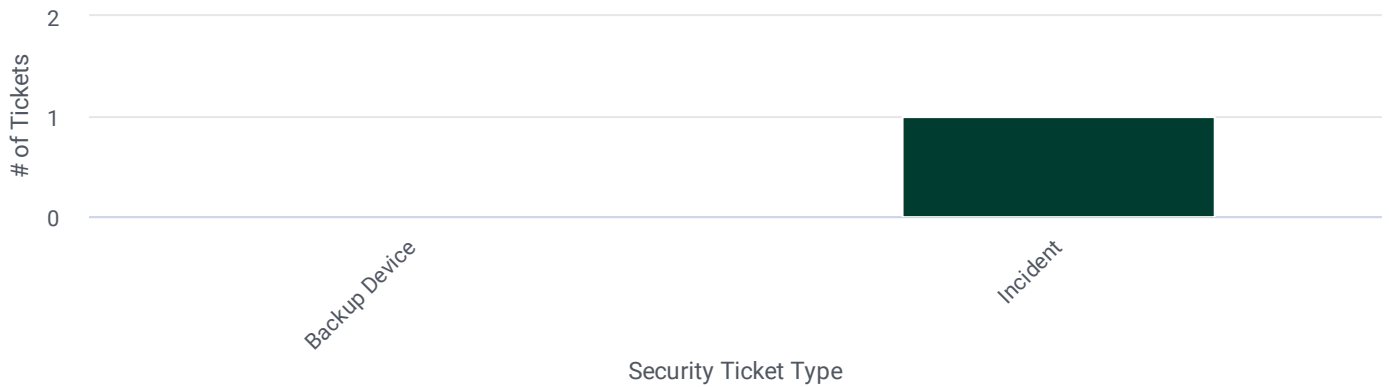
PRIORITY	TOTAL TICKETS	FAILED FIRST RESPONSE SLA	% MET RESPONSE SLA	FAILED RESOLUTION SLA	% MET RESOLUTION SLA
Very High	1	0	100%	0	100%

0.14 Avg Response Time
Hours

10.35 Avg Resolution Time
Hours

Support Ticket Summary

Support Tickets by Type Last Month



Support Tickets Details Last Month

TICKET	TYPE	SUMMARY	CONTACT	DATE
197780	Incident	FW: login revisited	Ashley Scott	Jul 17, 2026 5:51 PM

Security Ticket Summary

Security Tickets by Type Last Month



Security Tickets Details Last Month

TICKET	TYPE	SUMMARY	CONTACT	DATE
197296	Privileged Access Management (AutoElevate)	CenterPoint (CPUUpdateCenter.exe) - UAC Authorization Requested	Ashley Scott	Jul 8, 2026 12:55 PM
197306	Privileged Access Management (AutoElevate)	Microsoft Windows Operating System (RemoveDeviceConte xtHandler.dll) - UAC Authorization Requested	Ashley Scott	Jul 8, 2026 2:43 PM

TICKET	TYPE	SUMMARY	CONTACT	DATE
197703	DNS & Content Filtering (Cisco Umbrella)	Cisco Umbrella Offboard	Ashley Scott	Jul 16, 2026 1:54 PM



2025 - 360 Fire Chief Survey

Please take a moment to review the performance of the Fire Chief over the previous year. Your inputs and comments will be used as part of the Fire Chief Evaluation by the Board.

**Thank You
The PFR Board**

* 1. How are your interactions/communications with the FC?

- | | |
|--|--|
| ☐ Very high quality | ☐ Low quality |
| ☐ High quality | ☐ Very low quality |
| ☐ Neither high nor low quality | |

Please provide an example or comment

* 2. Does the Chief promote teamwork?

- | | |
|--|---|
| ☐ Strongly agree | ☐ Disagree |
| ☐ Agree | ☐ Strongly disagree |
| ☐ Neither agree nor disagree | |

Please provide an example or comment

* 3. Does the Chief involve others in decision making?

- | | |
|--|---|
| ☐ Strongly agree | ☐ Disagree |
| ☐ Agree | ☐ Strongly disagree |
| ☐ Neither agree nor disagree | |

Please provide an example or comment

* 4. Does the Chief follow through on decisions and communications?

☐ Strongly agree

☐ Disagree

☐ Agree

☐ Strongly disagree

☐ Neither agree nor disagree

Please provide an example or comment

* 5. Do I feel like I have opportunities to give input and feedback?

☐ Strongly agree

☐ Disagree

☐ Agree

☐ Strongly disagree

☐ Neither agree nor disagree

Please provide an example or comment

6. Do you have any other comments, questions, or concerns?

☐ Yes

☐ No

Other (please specify)

RESOLUTION NO. 26-07

IMPOSING THE TAX

BE IT RESOLVED that the Board of Directors for Philomath Fire & Rescue hereby imposes the taxes provided for in the adopted budget:

At the rate of **\$1.5080** per **\$1,000** of assessed value for permanent rate tax;
In the amount of **\$208,008** for the debt service on general obligation bonds;

LEVY CATEGORIZATION

BE IT RESOLVED that the taxes are hereby imposed and categorized for the tax year **2026-2027** upon the assessed value of all taxable property within the district as follows:

Subject to the General Government Limitation

General Fund...	\$1.5080/\$1,000
General Obligation Bond Debt Service...	\$208,008

The above resolution statements were approved and declared adopted on this 10th day of August, 2026.

Board President Rick Brand

August 10th, 2026
Date

ATTEST:_____
Board Member