

# Philomath Fire & Rescue

Civil Service Commission

Regular Session

Tuesday, October 1, 2019

- I. Roll Call – The Civil Service Commission meeting was called to order at 1702 by Commissioner Plant. All Civil Service Commissioners were present. Staff present were Chief Miller and Administrative Assistant (AA) Rodriguez.
- II. Changes or Additions to Agenda – none.
- III. Approval of Minutes – Sage motioned to approve the July 2<sup>nd</sup>, 2019 minutes as written. Hunsaker seconded. Motion passed 3-0.
- IV. Quarterly Payroll Report – 3<sup>rd</sup> Quarter Report 2019 – AA Rodriguez reviewed the 3<sup>rd</sup> Quarter Payroll report. Commissioners and Staff discussed the overall personnel expenses and increased personnel expenses over time. They also discussed developments around town and how new construction could impact the call volume and tax base for the District.
- V. Personnel – Chief Miller reported that an additional part-timer was added to the personnel pool, maintaining the pool at 5 individuals who can help fill shifts. Chief Miller reported that the District has 6 Resident Volunteers at Station 201 and are adding one RV to Station 203 toward the end of October 2019. Chief Miller reported that Fall Fire Academy will start at the end of the month as well.
- VI. Future meeting dates – January 7, 2020, April 7, 2020, July 7, 2020
- VII. Adjournment – Meeting adjourned 17:26.

Handouts included in meeting:

3<sup>rd</sup> Quarter Payroll Report

July 2<sup>nd</sup>, 2019 Minutes