

Philomath Fire & Rescue

Civil Service Commission

Regular Session

Tuesday, April 5th, 2022

Station 201

5:00 pm

- I. Roll Call
- II. Changes or Additions to Agenda
- III. Minutes – approval of January 4, 2022 Minutes
- IV. Quarterly Payroll Report – 1st Quarter 2022
- V. Personnel
- VI. Future meeting dates – July 5, 2022, October 4, 2022, January 3, 2023
- VII. Adjournment

Philomath Fire & Rescue

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Regular Session
Tuesday, January 4th, 2022
Station 201
5:00 pm

- I. Roll Call – The Civil Service Commission meeting was called to order at 17:02 by Commissioner Sage. Civil Service Commissioners present were Michael Sage and Van Hunsaker. Staff present were Fire Chief Tom Miller and Office Administrator (OA) Lillie Rodriguez.
- II. Changes or Additions to Agenda – None.
- III. Minutes – approval of October 5th, 2021 Minutes - Sage motioned to approved the minutes as presented. Hunsaker seconded. Motion passed -0.
- IV. Quarterly Payroll Report – 4th Quarter 2021 – OA Rodriguez reviewed the 4th Quarter Payroll report, noting terminations of the conflagration hires and annual advancement of LT Tegen. The Commissioners and staff also discussed the incentive program for the firefighting personnel.
- V. Personnel – Chief miller reminded the Commissioners about their prior discussions relating to the internal recruitment for the part-time pool. He also discussed external recruitment and future planning for personnel recruitment related to the District seeking a Local Option Levy. Chief Miller also noted that there is a lot of competition right now in the Fire Service within the State of Oregon. Chief Miller and the Commissioners discussed how the District might manage an opening in the staff and what process would be required to fill any open position. They also talked briefly about contracting for services with Kings Valley RFPD.
- VI. Conflagrations – OA Rodriguez noted that the District has started to receive conflagration reimbursements from the deployments earlier in the year.
- VII. Future meeting dates – April 5, 2022, July 5, 2022, October 4, 2022
- VIII. Adjournment – Meeting adjourned at 17:27.

Philomath Fire & Rescue

2022 - 1st 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
Ferguson, Chancy	6/1/2019	Deputy Chief	7/1/2021	\$6,075					COLA			
Saalsaa, Rich	8/18/2015	F&LS Captain	7/1/2021	\$6,138								
Moser, Scott	6/17/2015	Firefighter Lt.	7/1/2021	\$5,330								
Taylor, Lindsay	5/1/2020	Firefighter Lt.	7/1/2021	\$4,699								
Tegen, Trent	11/1/2020	Firefighter Lt.	11/1/2021	\$4,608								
Licon, Andrew	4/1/2021	Firefighter	7/1/2021	\$4,393								
Rodriguez, Lillie	6/8/2015	Office Administrator	7/1/2021	\$4,286								
Lowry, Elliot	1/10/2022	Part-time Firefighter			1/10/2022	1/31/2022						
					1/15/1900	Terminated						

Approved: _____

Prepared for Civil Service Commission by:
Lillie Rodriguez 30-Mar-22