

Philomath Fire & Rescue

Civil Service Commission

Regular Session

Tuesday, July 7, 2020

Station 201

5:00 pm

- I. Roll Call
- II. Changes or Additions to Agenda
- III. Minutes – approval of January 7, 2020 Minutes
- IV. Quarterly Payroll Report – 1st and 2nd Quarter Payroll
- V. Personnel – Lieutenant & Daytime Firefighter Hiring
- VI. COVID-19
- VII. CSC Chair
- VIII. Future meeting dates – October 6, 2020, January 5, 2021, April 6, 2021
- IX. Adjournment

Philomath Fire & Rescue

Civil Service Commission

Regular Session

Tuesday, January 7, 2020

- I. Roll Call – The Civil Service Commission meeting was called to order at 17:17 by Commissioner Plant. Commissioners present were Plant 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 2-0.**
- IV. Quarterly Payroll Report – 4th Quarter 2019 - OA Rodriguez presented the 4th quarter wages and reviewed the adjustment to personnel wages.
- V. Personnel – Chief Miller reported that he completed mid-term evaluations for Ferguson, Moser, Haney and Rodriguez. Chief Miller noted that on January 30th at 7pm at the Benton County Museum there will be a promotion ceremony held to recognize the personnel.
- VI. Hiring List - Chief Miller reported that the hiring list is down to 1 person. He noted that as part of the budget the District would like to be able to add on 1 full-time, day-time firefighting position. Chief Miller stated that he would like to complete this hiring, if possible, from the District's internal applicants of part-timers and volunteers. Chief Miller and the commissioners discussed the number of qualified applicants that would be sufficient and what the hiring process would look like. Chief Miller stated that he will report to the Commissioners how much interest he gets internally, adding that he will likely start to solicit interest in March 2020.
- VII. 90-year Campaign – Staff updated the Commissioners about the 90-year anniversary campaign, the fundraising, and the opportunity to tell stories from the District's past.
- VIII. Future Meeting Dates – April 7, 2020, July 7, 2020, October 6, 2020
- IX. Adjournment – meeting adjourned at 17:42.

Handouts included:

4th Quarter 2019 Payroll Report

October 1, 2019 Minutes

Philomath Fire & Rescue

2020 - 1st & 2nd 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	6/1/2019	\$5,477			6/1/2020	\$5,641				
Saalsaa, Rich	8/18/2015	F&LS Captain	10/8/2029	\$4,492	1/1/2020	\$5,426						
					Returned to Full/Active Duty							
Moser, Scott	6/17/2015	Firefighter Lt.	7/1/2019	\$4,803								
Haney, Victor	6/27/2016	Firefighter Lt.	7/1/2019	\$4,492								
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				
Rodriguez, Lillee	6/8/2015	Office Administrator	7/1/2019	\$3,902.00			6/8/2020	\$4,019				
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								
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						
Louden, Andy	4/27/2020	Conflag - IMT					4/27/2020	30.33				
							5/1/2020	33.57				
							6/30/2020	Terminated				

Approved: _____

Prepared for Civil Service Commission by:
Lillee Rodriguez 30-Jun-20