

Philomath Fire & Rescue

Civil Service Commission

Regular Session

Tuesday, July 5th, 2022

4:30 pm

- I. Roll Call – The Philomath Fire & Rescue Civil Service Commission meeting was called to order at 16:45. Civil Service Commissioners (CSC) present were Van Hunsaker and Michael Sage. CSC member not present was Tom Plant. Staff present were Office Administrator (OA) Lillee Rodriguez and Deputy Chief (DC) Chancy Ferguson.
- II. Changes or Additions to Agenda – None.
- III. Approval of April 5, 2022 Minutes – **Hunsaker motioned to approve the minutes as presented. Sage seconded. Motion passed 2-0.**
- IV. Quarterly Payroll Report – 2nd Quarter 2022 – OA Rodriguez presented the 2nd Quarter Payroll Report, noting wage changes due to incentive promotions and annual increases. She added that the hourly wages for the part-time personnel was increased from \$15.73 to \$17.76 in order to be more competitive for Firefighter recruitment in a very tight labor market. OA Rodriguez discussed the process for comparison of the Deputy Chief wages that went into DC Ferguson’s wage adjustments.
- V. Personnel – DC Ferguson discussed recent personnel changes, including the departure of one of the Lieutenant employees. He discussed some of the changes for firefighter recruitment throughout the state that have impacted the District personnel retention. DC Ferguson noted that the District received 6 applications for the Daytime Firefighter position, with 5 applicants progressing to testing for the role. DC Ferguson also discussed the promotional process for Licon shifting from the Acting In Capacity to Shift Lieutenant.
Staff also discussed the rotation of personnel in the Resident Volunteer (RV) program. DC Ferguson discussed the Daytime Firefighter testing process.
- VI. Future meeting dates – October 4, 2022, January 3, 2023, April 4, 2023
- VII. Adjournment – Meeting adjourned at 17:03.

Handouts included:

April 5, 2022 Minutes

2nd Quarter Payroll Report