

PHILOMATH FIRE & RESCUE

August 11, 2025

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 Vice President Daphne Phillips at 15:02. Board members present included: Vice President Daphne Phillips, Treasurer Ken Corbin, Joe Brier. Absent Board Members included: President Rick Brand and Matt Kennedy. Philomath Fire & Rescue staff in attendance included: Chief Chancy Ferguson, Operations Chief Dan Eddy, Office Administrator Ashley Scott, and Training Captain Viktor Bovbjerg.

- II. CONSENT AGENDA
 - a. Bills – July
 - b. Chief Vacation Hours

Brier moved to approve Consent Agenda as presented. Corbin seconded.
Voting results 3-0. Passes with a quorum present:
Corbin: In Favor
Phillips: In Favor
Brier: In Favor

- III. PUBLIC COMMENT – None.

- IV. STAFF REPORTS
 1. Board Report
 - Review Board Calendar- Calendar Reviewed, no updates needed.
 - National Night Out at Philomath City Park Recap, great presence for the community. Three apparatus, drone and response crew reported by Corbin.
 - Chief Check In- for August conducted by Brand & Kennedy- Reported by Scott from Kennedy, it sounds like everything's going well in reference to no major calls that we are truly coming together for a plan for the Wren area. The next big thing is working on the levy which will take some planning. Chief has things under control and has support as needed.

- Board Computer & Email Access- Scott will be the kept as an owner of the Board Teams file and all Board members will have access to the file and documents.
- 2. Fire Chief Report – Included in the Board Packet and discussed by Chief Ferguson. Surplus equipment was given to Row River Rural Fire Protection District, they provided a very thoughtful thank you from their fire district.
- 3. Operations Chief Report- Included in the Board Packet and discussed by Ops Chief Eddy. Highlights included major calls, Average personnel on call 4.3, and average personnel-at-station for standby 1.2. Number of back-to-back calls under 20 minutes: 40, Number of back-to-back calls under 10 minutes: 19.
- 4. Office Administrator Financial Report- More financial software accounting transition discussed by Scott. Financial Audit begins soon.

V. REPRESENTATIVE REPORTS

1. Volunteer Association – No report submitted and no representative present.
2. IAFF Local 4925 – Training Captain Viktor Bovbjerg discussed October 1 Bargaining Beginning.
3. City Council Liaison- No report submitted and no questions for the Mayor.

VI. OLD BUSINESS

1. Master Plan Update- Ferguson discussed ISO Rating focus in the past month. Board asked to have a quarterly update on the Master Plan.
2. Policy Updating- Discussed by Ferguson.
Accident Investigation Policy, Near Miss Policy, Hazardous Materials Response Policy & Firefighting Response Policy
Table these policies until a package is completed and will be presented to the Board in the future.
3. 233 Discussion- Briefing included in the Board Packed and discussed by Chief Ferguson & Ops Chief Eddy. Options were discussed and a recommendation was made to sell 233 prior to more repair expenses.
Phillips moved to approve the surplus and sell of 233. Corbin seconded.
Voting results 3-0. Passes with a quorum present:
Corbin: In Favor
Phillips: In Favor
Brier: In Favor
4. Levy Calendar- Options discussed by Scott.

VII. NEW BUSINESS

1. Revisit Budget Hearing Resolutions- Phillips read the resolution in its entirety and the Board voted to approved the 25-04 as follows. Seconded by Corbin.

Voting results 3-0. Passes with a quorum present:

Corbin: In Favor

Phillips: In Favor

Brier: In Favor

VIII. ACTION ITEMS

IX. NEXT MEETING – September 8, 2025

X. ADJOURNMENT – 15:54