

BOARD of DIRECTORS: Hoskins- Kings Valley Rural Fire Protection District
P.O. Box 116
Philomath, Oregon 97370
541-929-2111



HKV-RFPD Board Minutes
Location: HKV Station 1, 38101 Kings Valley Highway (Hwy 223)

Date/Time	January 21, 2026
Chair	Ted Baker; minutes taken by Celia Felsenberg
Present	Board: Ted Baker, Evelyn Hukari, Michael Rhoades, John Madsen, Celia Felsenberg Staff: Adam Ryan, Brady Walters

AGENDA	WHO	DISCUSSION
Call to Order & Welcome	Ted Baker	Call to Order at 7:00pm
		Approval of Agenda; Motion to approve by Evelyn; Second by John, MPU
Secretary Report	Celia Felsenberg	Approval of November Minutes; Motion to approve by Michael; Second by Ted, MPU
Treasurer Report	John Madsen	Review of Treasurer Report; Insurance billing in need of further clarification; Ted will reach out to WHA (Steve Silva). Also need clarification for SDIS (Special Districts Insurance Services) and if this is billed separately.
EMT & Chief Report	Adam Ryan Brady Walters All	Report Attached. Deputy Brady also reported on the following: <ul style="list-style-type: none"> Strategic planning: discussion on our district's mission/purpose and vision. Identified "life/safety and property protection" as key elements and having the ability to respond to emerging needs. Strategic planning committee will continue to meet to refine these priorities. Public Records Policy: Draft policy detail to be reviewed by Board. HKV-RFPD (Brady) will then post on website (as required by law) for requests made to this organization; HKV-RFPD's manual will also include a section on the Public Records Policy. Policy must explain how the agency accepts requests and identify the name and address of a person to whom requests may be sent. Policy must list "amounts of and the manner of calculating fees" for record release.

1/21/26 minutes (continued)	Brady/All	<ul style="list-style-type: none"> • Fire protection/security system for station was discussed; currently have live camera; fire alarm system needed in future that would alert other stations. • POV (privately owned vehicles) policy update; currently have ID for placement on one's vehicle; strobe lights (amber/red) in future are being requested for safety and night identification. Also discussed insurance coverage expectations for POV; if not sufficient insurance, district would not be responsible for damage of own vehicle. Board will continue to review the above conditions related to POV usage including specifics of strobe light authorization. Draft to be sent by Brady. • A special thank you acknowledged for the work Kevin Collins and Ron Andersen have done and are continuing to do at the fire hall with the fog and flood lights, air compressor, etc. Their HKV-RFPD efforts and dedication to this community are truly appreciated! • Other apparatus updates: new/better headlights installed, wipers replaced; service for vehicles in progress, 521 (medical van) in need of numerous repairs; all cell boosters installed. Brady applied for grants for radios and extrication equipment.
Old Business		<ul style="list-style-type: none"> • Brady reached out to the Oregon Fire District Directors Association regarding the LOSAP (length of service awards program); this is a tax-deferred retirement-style benefit for volunteer emergency service personnel (firefighters, EMS, rescue) designed to aid recruitment and retention. Criteria as to "who qualifies" to be defined. Speaker to be scheduled for February Board meeting if available. • HKV-RFPD Policy Manual needs to be updated in 2026.
New Business	John/All	<ul style="list-style-type: none"> • Recommendation/request made to designate an "Assistant Treasurer"; this would allow for the continuation of Treasurer duties if current Treasurer is incapacitated and/or not available to carry out these tasks. It was determined that Ted would be authorized to sign checks and Evelyn would be the designated LGIP account (local govt. investment pool) point person.

Actions:

- Ted will reach out to Steve Silva with insurance questions regarding invoices and clarification of coverage costs.
- Brady will reach out and schedule LOSAP speaker for February's meeting.
- John will contact the LGIP folks to request adding Evelyn onto the HKV account.
- Ted will contact Citizens Bank to get authorization to sign checks.

Closing: Next monthly Board meeting is February 18, 2026. Meeting Adjourned by Ted at 8:45 pm.