

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	March 18, 2026
Chair	Ted Baker; minutes taken by Celia Felsenberg
Present	Board: Ted Baker, Evelyn Hukari, John Madsen, Celia Felsenberg Staff: Adam Ryan, Brady Walters Absent: Michael Rhoades

AGENDA	WHO	DISCUSSION
Call to Order & Welcome	Ted Baker	Call to order at 7:03pm.
		Approval of Agenda; Motion to approve by John; Second by Evelyn, MPU
Secretary Report	Celia Felsenberg	Approval of February Minutes; Motion to approve by Evelyn; Second by Ted, MPU
Treasurer Report	All	Approval of Treasurer Report; Motion to approve by Evelyn; Second by Ted, MPU
EMT & Chief Report	Adam Ryan Brady Walters	Report Attached. Deputy Chief updates/below: <ul style="list-style-type: none"> • Strategic planning efforts continue. • Brady attended State of Jefferson EMS conference. • Mutual aid agreement with Polk1 is going into effect. • Two of our volunteers are now officially EMTs! • We have 3 new members in need of FFI academy and EMR training. We are having trouble locating a Fire Academy option with Philomath not doing one this Spring. • Continuing to work on apparatus improvements. • Engine 541 in need of a pump test and NFPA inspection. • Kevin and Ron completed the new air compressor, fixed extension cords, and mapped out wiring in the station. • Equipment from the Siletz grant is coming in. Looking into other grants for radio upgrades and EMS equipment.

3/18/26 cont.	Brady Walters	<p><u>Follow-up items:</u></p> <ol style="list-style-type: none"> 1. Further discuss options for a Firefighter Academy. 2. Further discuss unanticipated budget challenges in Training & Outfitting. Note: \$8,500 for turnouts took up the majority of the \$10k T&O reserve allocation. With 2-3 new members we did not plan for and EMT training, it's getting tight to outfit the folks with the equipment and training they need (radios, uniforms, possibly out-sourcing academy, etc). 3. The POV response SOP is ready to implement upon Board approval. <i>Received clarification from SDIS that our members will be covered under the District for secondary insurance through the optional Non-owned Vehicle Liability we are enrolled in. Therefore, if a volunteer got in an accident on the way to a call, their primary insurance would be responsible but then SDIS would pick up anything they don't cover.</i>
Old Business	All	<p>Detail on POV further reviewed. Motion to approve POV authorization by Ted; Second by John, MPU</p> <p>LOSAP follow-up discussion; Board will continue to evaluate options as we approach the upcoming fiscal year.</p>
New Business	<p>All</p> <p>Adam</p> <p>All</p>	<p>Discussion regarding the possible use of contingency funds due to unanticipated circumstances impacting the budget shortfall in Training & Outfitting. It should be noted that Philomath Fire Department unexpectedly did not offer essential trainings which has resulted in unanticipated training needs for HKV-RFPD. Impact has been significant due to HKV-RFPD's unanticipated growth in volunteers over the past several months. While this increase in volunteers is great news for our fire protection district, it is accompanied by costly outfitting and training needs.</p> <p>HKV-RFPD Deputy Chief (Brady) has offered to assist with essential training in-house and additional funds would be required for part-time payroll. The Board budgeted \$8,000; currently we are \$1,126 over budget for this line item. The Board agrees that a resolution is warranted in response to the unanticipated increase in volunteers and unavailable trainings through Philomath Fire Department. EMR Training, Vehicle Extrication Training, and certification trainings could be facilitated by our HKV-RFPD Deputy Chief in the weeks ahead. Funding would be capped at \$5,000. In response, a resolution to utilize contingency funding to accomplish the above was agreed upon by all.</p> <p>Discussed additional items related to next year's budget allocations inclusive of: gear needed for wildwood crew/training and increased vehicle maintenance needs.</p> <p>Discussed the possibility of hiring/contracting an accountant to assist and guide us with QuickBooks a few hours per month. Options to be explored.</p>

