

APPLEGATE VALLEY RFPD #9
BOARD OF DIRECTORS MEETING MINUTES
February 18, 2026

Training Building, 1095 Upper Applegate Rd., Jacksonville, OR 97530



1.0 CALL TO ORDER

Board Meeting called to order by Rob Underwood.
TIME: 4:00 PM

2.0 ROLL CALL

PRESENT: President Rob Underwood, Vice President Julie Barry, Secretary/Treasurer Mike Blaschka, Director Jeff Hoxsey, Director Larry Hunt

ABSENT:

OTHER STAFF & INVITED SPEAKERS: Chris Wolfard (*Fire Chief*), Dave Blakely (*Deputy Chief*), Tallie Jackson (*Admin Chief*), Rachael Couch (*Admin Assistant*)

3.0 PUBLIC MEETING LAW TRAINING

Public Meeting Law Training hosted by Roy Emery with SDAO from 4:00pm to 5:30, Regular Board Meeting resumed at 5:48pm

3.0 SPEAKERS AND GUEST

None

4.0 UNION NEGOTIATIONS

➔ **MOTION:** Rob Underwood moved to open union negotiations. Larry Hunt seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Hoxsey, Hunt

NAYS

➔ **MOTION:** Rob Underwood moved appoint Chief Wolfard, Chief Blakely and Chief Jackson to the negotiation team. Larry Hunt seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Hoxsey, Hunt

NAYS

5.0 REVIEW OF MINUTES FROM PREVIOUS MEETING

The minutes of the January 21, 2026 Board meeting were reviewed and approved as written.

- **MOTION:** Rob Underwood moved to approve the January 21, 2026 Board minutes as written. Mike Blaschka seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Hoxsey, Hunt

NAYS

5.0 FISCAL REPORT

Disbursement Voucher:

The following disbursements were discussed and clarified for January 2026;
Fuels Reduction Specialist – Part time employee to conduct fuels mitigation work.
Motorola Solutions – Batteries and chargers for new radios.

- **MOTION:** Rob Underwood moved to approve the January 2026 expenditures as presented in the amount \$295,031.84. Julie Barry seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Hoxsey, Hunt

NAYS

The Financial Report review:

Larry Hunt offered to assist staff with creating graphs for the Board.

- **MOTION:** Rob Underwood moved to accept the January 2026 financials as presented. Larry Hunt seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Hoxsey, Hunt

NAYS

6.0 FIRE CHIEF'S REPORT

Chief Wolfard highlighted working on the PIER Grant to get examples for the RFP for the Project Manager.

The final draft of the Fireside Newsletter is complete.

Actively working on cleaning up the budget. Rob Underwood suggested Julie Barry to review the budget format. A Facebook post went out to recruit budget members. Megan Howell and Becky Maddox are still interested. Rob Underwood will contact Kris Ettner to see if she would be interested.

Deputy Chief Report

Chief Blakely went over the First Due dashboard for viewing response times and incidents. In the future this will be presented electronically at the Board Meeting.

The NERIS transition went well.

Applegate has 10 recruits in the Firefighter 1 academy.

Maintenance Officer Report

Engine 51 had the engine rebuilt. It was noted that is it common for fire apparatus since there is more idle time than drive time.

7.0 OLD BUSINESS

Emergency Resource Protection Program

Introduced billing ordinances to the Senate Bill 454 Committee to see if it is something OSFM would consider adopting.

Williams Executive Services

Chief Wolfard would like to move forward with the Executive Service MOU with Williams and hopes to have in place by April 1st.

Strategic Plan

The contractor who is conducting the regional study is interested in doing the strategic plan for Applegate

Captain, Lieutenant, Engineer Job Description – 2nd Reading

The second reading for the job descriptions for Captain, Lieutenant and Engineer was presented.

- **MOTION:** Rob Underwood moved to approve the second reading of Captain, Lieutenant, Engineer Job Descriptions 4.6, 4.7, and 4.8 as presented. Mike Blaschka seconded the motion.

Motion carries as follows.

AYES Barry, Blaschka, Hoxsey, Hunt

NAYS Underwood

Layoff Policy - 2nd Reading

The 2nd reading of Layoff Policy was presented.

- **MOTION:** Rob Underwood moved to approve the second reading of Layoff Policy as presented with correcting the numbering. Julie Barry seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Hoxsey, Hunt

NAYS

8.0 NEW BUSINESS

Radio Donation

Chief Wolfard requested permission to donate the portable radios to local fire districts that have a need. The District has received the new radios and no longer has a need for them. Williams and Wolf Creek has shown interest. Rob Underwood suggested that Kingsley Fire would have an interest too.

- **MOTION:** Larry Hunt moved to approve donating the portable radios to local fire districts that have a need. Jeff Hoxsey seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Hoxsey, Hunt

NAYS

Union MOU

The MOU with the Union was presented to hire temporary shift officers.

- **MOTION: Rob Underwood moved to approve the MOU with the Union. Jeff Hoxsey seconded the motion.**

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Hoxsey, Hunt

NAYS

Policy to Advocate with Legislators

Chief Wolfard requested the Board to consider adopting a policy that would allow the Fire Chief to advocate for the District on legislative and governmental matters at the local, state and federal level consistent with Board direction and District priorities. The Board requested Chief Wolfard to present the first reading of the policy at the next Board meeting.

Legislative Testimony

The Northwest Youth Corp is requesting support to House Bill 4134 that would provide permanent funding for the statewide fuels reduction program. Chief Wolfard would like to provide legislative testimony in support of House Bill 4134.

- **MOTION: Rob Underwood moved to authorize Chief Wolfard to provide legislative support of House Bill 4134. Mike Blaschka seconded the motion.**

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Hoxsey, Hunt

NAYS

9.0 ANNOUNCEMENT

- Academy Graduation March 6th
- All Things Fire Fair March 7th
- Awards Banquet March 13th
- Neighborhood Fireside Chat March 26
- Pancake Breakfast April 25th
- Captain Josh Howell and Firefighter Chris Partida have been selected to receive the Oregon Fire Chiefs Association (OFCA) Meritorious Award for their exemplary actions during a challenging motor vehicle collision response on November 30, 2025, off Forest Creek Road.

10.0 ITEMS TO BE ON NEXT AGENDA

- Budget Appointments

11.0 ADJOURNMENT

Rob Underwood adjourned the meeting at 7:23 pm.

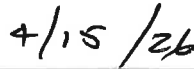
The next scheduled regular Board meeting will be held Wednesday March 18th @ 4 pm. Training Building 1095 Upper Applegate Rd.

Minutes Submitted by Tallie Jackson
Administration Chief

Approved By:



Board Secretary / Treasurer



Date

