

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of January 21, 2020.

CALL TO ORDER

Chairman Jenkins called the regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order at 4:00 p.m. at 7511 W. Arrowhead Ave., Kennewick, Washington. In attendance at this meeting were Commissioner Christenson, Commissioner Morris, Commissioner Jenkins, Fire Chief/District Secretary Click, and Financial Manager Paden-Lilly.

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

CORRESPONDENCE RECEIVED LOG

The correspondence received log was reviewed.

CORRESPONDENCE SENT

The correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Jenkins made a motion to approve the minutes of January 7, 2020. Commissioner Morris seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2019 transactions #2512 through #2527 and 2020 transactions #53 through #149. The 2019 transactions total \$37,178.87. General Fund \$24,662.97; Hazmat Fund \$12,367.20; Training Center Operations Fund \$132.64 and Joint Agency Fund \$16.06. The 2020 transactions total \$174,197.84. General Fund \$38,519.50; electronic fund transfers \$84,262.51; federal payroll tax payment \$30,307.31; retirement systems transfer \$19,213.81; and Fire Training Center Operations Fund \$1,894.71. Commissioner Morris made a motion to approve the vouchers. Commissioner Jenkins seconded the motion and the motion passed unanimously. The voucher registers are attached to these minutes and constitute a part thereof.

Budget Revenue and Expenditure Reports

The budget revenue and expenditure reports were reviewed.

EMS Report

The EMS Collection Statistics Report was reviewed.

REPORTS

Commissioners

- Commissioner Christenson shared that he and Chief Click recently went on a tour of the Fire District and stations that he had not yet visited. He also recently attended a Greater Columbia Accountable Community of Health meeting where there was

discussion about transforming Medicaid and funds available through the Affordable Care Act.

Fire Chief

- Chief Click reported that the District was recently awarded a 2020 Volunteer Fire Assistance Phase 2 grant from Washington State Department of Natural Resources. The \$10,137.05 grant will fund 50-percent towards the purchase of 10 portable radios and components.
- FEMA approved the performance date change to February 1, for hiring four new employees through the SAFER grant program.
- He will be travelling to Olympia to attend a Fire Defense Committee meeting on January 27 and he will participate in the Legislative Day on the following day.

Battalion Chief(s)

- Battalion Chief Gutzmer reported that the Reimbursement Committee met last night to finalize the report. Lieutenant Chambers will finalize the report and then it will be forwarded onto Chief Click with recommendations.

Training

- Captain LoParco reported that recruit testing will be on February 15. He is working alongside Captain Nicholls as he transitions to the position of temporary Training Officer.

Maintenance Department

- Maintenance Supervisor Schoenwald reported that the engine has been removed from the Westmark truck and he will reach out to NorthTek again this week for a progress report.

Labor

- Captain Bibe reported the he is working with Chief Click on establishing a Memorandum of Understanding for the addition of Paramedics to the Collective Bargaining Agreement. The second union negotiations meeting was held prior to this meeting and they will continue to meet and progress throughout the year.
- Fire Ops 101 training is scheduled for March 19 and 20 at HAMMER. The training is for elected officials, decision-makers and the media as a hands-on opportunity to better understand the complexities of what firefighters do every day.

OLD BUSINESS

There was no old business.

NEW BUSINESS

EMS Council Annual Designation Letters

Letters were prepared for the EMS Council stating Commissioner Morris will be the District's governing body representative to the council for 2020, with Chief Click as the alternate, and Chief Click will be the District's representative to the council for 2020, with Captain Henderson as the alternate. The letters were signed by Chairman Jenkins.

Forgiveness of Debt

Financial Manager Paden-Lilly presented information on a patient who received on scene emergency medical services in 2016, and has been making \$5 monthly payments. After four years, the patient has a remaining balance of \$115.96 and staff is requesting authorization to forgive the remaining debt for No. 157201600001:1. After a discussion, Commissioner Morris

made a motion to forgive the debt due to hardship in the amount of \$115.96. Commissioner Christenson seconded the motion and the motion passed unanimously.

PUBLIC COMMENT

District Resident Scott Carpenter requested to enter into the public record that he was one of the two people interested in the appointment for Commissioner Position No. 2. He inquired as to the reasons Commissioners Morris and Jenkins gave for their choice to be entered into the public record as a matter of transparency. He requested information as to where and when the topic was discussed, and he would like an audio copy of the January 7 meeting.

EXECUTIVE SESSION

At 4:30 p.m. Chairman Jenkins called a 20-minute executive session per RCW 42.30.110 to review the performance of a public employee. The announced time of resumption in the open public meeting was 4:50 p.m. The actual time of resumption into the open public meeting was 4:50 p.m.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on February 4.
- The next Tri-County Fire Commissioner Association meeting will be on February 8 at Benton County Fire District #2, Station 210 beginning at 9:00 am.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 4:55 p.m.