

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of March 20, 2018.

CALL TO ORDER

Chairman Morris called the regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order at 6:30 p.m. at 7704 Bermuda Road., Kennewick, Washington. In attendance at this meeting were Commissioner Houchin, Commissioner Morris, Commissioner Sleater, Fire Chief/District Secretary Click and Financial Manager Paden-Lilly.

ADDITIONS TO THE AGENDA

There were no additions to the agenda. At this time, Chairman Morris revised the order of the agenda to allow for the EMS Levy presentation to be given.

EMS Levy

Chief Click gave a presentation on emergency services provided by the Fire District, reviewing the following:

- The Fire District is a combination department with 90 volunteer, part-time and full-time firefighters serving 17,800 people over 320 square miles.
- Responds to an average of 1,300 calls per year for structural/wildland fires, emergency medical service, technical rescue, and hazardous materials response.
- Emergency services are funded through a fire levy of \$1.50 per \$1,000 of assessed property value, which voters renew every six years.
- The District operates under a balanced budget, passing all financial and accountability audits with the state.
- Relies primarily on volunteer firefighters, saving taxpayers money, which frees up revenue for fire trucks, equipment and facility upgrades.
- Aggressively maintains fire trucks, facilities and equipment to extend the life
- Applies for grants and shares costs with neighboring agencies to make local tax dollars go further.
- Responded to 1,516 emergency calls in 2017 – 54% were EMS-related. EMS calls were 10% higher in 2017, than the previous year.
- 90% of EMS calls in the District require patient transports to a hospital.
- Relies on neighboring fire agencies to transport patients because the District does not own ambulances and cannot fund the service out of existing revenue.
- Relying on “mutual aid” ambulances may take longer to reach patients in an emergency. Also impacts the resources that mutual aid partners have to serve their own communities. The Fire District wants to provide better service to the District and be a good partner to the other agencies.
- The Fire District is considering asking voters to approve a levy for Emergency Medical Service. The rate is capped at 50 cents per \$1,000 of assessed property value (or \$100 per year/ \$8.33 per month for a \$200,000 home). If approved, funds would be used to purchase, outfit and staff two ambulances. This would reduce response times by as much as seven minutes when a patient needs immediate care.

The Board then opened the meeting up to the audience for comments and questions. Chief Click answered a few questions presented by a resident and a business owner of the District. Another resident stated they strongly supported the EMS Levy, and were surprised that the District didn't already have ambulances.

CORRESPONDENCE RECEIVED LOG

The correspondence received log was reviewed.

CORRESPONDENCE SENT

The correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Sleater pointed out an omission in the minutes. Commissioner Houchin made a motion to approve the March 6, 2018, minutes as corrected. Commissioner Sleater seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2018 transactions #390 through #528. The transactions total \$207,645.66. General Fund \$97,709.85; electronic payroll transfers \$80,100.85; federal payroll tax payment \$25,674.40; Hazmat Fund \$1,874.24; Fire Training Center Operations Fund \$1,417.83; SCBA Fund \$680.00 and Joint Agency Fund \$188.49. Commissioner Houchin made a motion to approve the vouchers. Commissioner Sleater seconded the motion and the motion passed unanimously. The voucher registers are attached to these minutes and constitute a part thereof.

Transaction Summary Reports

The budget revenue and expenditure reports were reviewed.

EMS Report

The EMS Collection Statistics Report was reviewed.

REPORTS

Commissioners, chief and staff reported the following:

- Commissioner Morris reported that the EMS Council Meeting is scheduled for April 2.
- Chief Click, Commissioner Houchin and Commissioner Morris attended the Southeast Washington Fire Commissioners Association meeting in Dayton last week. A good discussion was held regarding the continued growth among fire agencies and the lack of funding.
- Commissioner Houchin reported that the Hazmat Board meets tomorrow.
- Commissioner Sleater reported that the Safety Committee meets this week on Thursday.
- Chief Click reported the following:
 - He and Captain Bush met with the Washington State Patrol regarding water treatment. The WSP will pay for the install of the system and the District may be obligated to provide maintenance of the system in the future.
 - Working with other agencies and Benton County Emergency Management on the Hazard Mitigation and Wildfire Plans.
 - An All Officer's Meeting and a Staff Meeting was held last week.
 - He and PIO Baker attended the Badger Canyon Ranchettes meeting and they attended a 'Meet the Press Day' at KNDU TV, along with other fire and police agencies.
- Captain LoParco has been working through several member training requests; completing registrations and working with Administrative Assistant Ewing on travel and per diem arrangements.

- Upcoming April and May Block Training topics are Engine Operations and Hose Moving.
- Captain Gutzmer reported that a group of 15 new applicants were interviewed and have all been approved for recruit school; one has prior experience. There will be a total of 19 Benton 1 recruits for Structure Academy.
- Battalion Chief Taylor noted that after this round of Recruit School, Station 130 will be back up to 20 members.
- PIO Baker reported the following:
 - She, along with Captain Gutzmer and Lieutenant Chambers, will conduct interviews on April 9 for the temporary employee positions.
 - A crew and apparatus from Station 110 will be helping with Tri-Tech's hands-on training.
 - The Annual Kid's Fishing Day at Columbia Park is scheduled for April 21.
 - The new LiSA House has arrived.
 - Plans are being made for area fire agencies to help staff the First Aid tent at the Benton/Franklin Fair this year along with staffing the LiSA House.

OLD BUSINESS

FTC C-Building Bid Award Determination

Chief Click and Financial Manager Paden-Lilly met with Kennewick Fire Department Chief Beasley and Fire Data Analyst Passey to review the Fire Training Center (FTC) Capital Budget. The FTC Capital fund is short approximately \$40,000 that would be needed to complete the C-Building and receive final occupancy permits. After a discussion, Commissioner Sleater made a motion to award the bid to Vincent Brothers LLP in the amount of \$249,780. Allowing Chief Click to initiate the contract with Vincent Brothers LLP, while continuing to work with Chief Beasley on additional funding needed. Commissioner Morris seconded the motion and the motion passed unanimously.

NEW BUSINESS

There was no new business.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

- Board of Commissioners meeting will be on April 3; 6:30 p.m. at Station 120.
- The Annual Awards Banquet will be on April 14; 5:30 p.m. at CG Public House.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 7:45 p.m.